

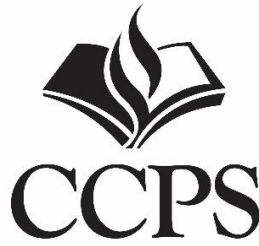
Collier County Public Schools

**2018-2019**

**FINAL  
COMPENSATION  
SCHEDULE**

**Dr. Kamela Patton  
Superintendent of Schools**

**Valerie E. Wenrich  
Executive Director, Human Resources**



Collier County Public Schools

**www.collierschools.com**

Dr. Kamela Patton  
Superintendent of Schools

## **THE DISTRICT SCHOOL BOARD OF COLLIER COUNTY**

Roy M. Terry, Chair  
Stephanie Lucarelli, Vice Chair  
Erick Carter, Member  
Jen Mitchell, Member  
Jory Westberry, Member

This report has been prepared by The District School Board of Collier County.  
Additional copies, if available, may be obtained by writing:

The District School Board of Collier County  
Dr. Martin Luther King, Jr. Administrative Center  
5775 Osceola Trail  
Naples, Florida 34109-0919

**Report Number:**  
020519

**Coordinated by:**  
Karen Phillips / Human Resources

## **VISION STATEMENT**

*All students will complete school prepared for ongoing learning as well as  
community and global responsibilities.*

### **NOTICE OF NONDISCRIMINATION**

The District School Board of Collier County does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and/or gender identity), disability, or age in the provision of educational opportunities on employment opportunities and benefits. The District School Board does not discriminate on the basis of sex or disability in the education programs and activities that it operates, pursuant to the requirements of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, respectively. The right not to be discriminated against extends to both employees and students of the District and shall include equal access to designated youth organizations in conformity with the Boy Scouts of America Equal Access Act. The following personnel should be contacted for inquiries about their rights to learn how to file a complaint regarding discrimination.

**EMPLOYEES:** Educational Equity Act, Title IX, Section 504 (Rehabilitation Act) or the Americans with Disabilities Act, contact Valerie Wenrich, Executive Director, Human Resources and Deputy Title IX Coordinator for Employees, (239) 377-0351, The District School Board of Collier County, 5775 Osceola Trail, Naples, Florida 34109.

**STUDENTS:** Educational Equity Act, Title IX, or the Age Discrimination Act of 1975, or The Boy Scouts of America Equal Access Act, contact Stephen McFadden, Coordinator, School Counseling K-8, and Deputy Title IX Coordinator for Students, (239) 377-0517, The District School Board of Collier County, 5775 Osceola Trail, Naples, Florida 34109.

Section 504 (Rehabilitation Act) and the Americans with Disabilities Act, contact Dr. Dena Landry, Coordinator, Psychological Services, (239) 377-0521, The District School Board of Collier County, 5775 Osceola Trail, Naples, Florida, 34109.

District Title IX Coordinator

Associate Superintendent, School and District Operations, Dr. Tammy Caraker, (239) 377-0203

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## **COMPENSATION MEMORANDA**

The Compensation Schedule is constantly under review and may be changed from time to time. All statements are subject to the terms, conditions, restrictions and eligibility requirements set forth in the individual bargaining unit contracts, which is the final word in eligibility and coverage.

We hope you make frequent use of this schedule. Refer to it for information about the District's compensation policies. Questions concerning the information in this schedule or situations not covered should be referred to Human Resources.

**DIFFERENTIATED INSTRUCTIONAL SALARY SCHEDULES FOR 2018-2019***(196 days, 7.5 hr. work day, includes a 35 minute paid lunch)**(Appendix A from CCEA Collective Bargaining Agreement)*

<b><u>Grandfathered Salary Schedule</u></b> <b><u>(for all EMPLOYEES holding a Continuing or Professional Service Contract who have not opted into the Performance Salary Schedule)</u></b>			<b><u>Performance Salary Schedule</u></b> <b><u>(for all EMPLOYEES holding an Annual Contract on or after 7/1/14 or newly hired EMPLOYEES with a start date on or after 7/1/14 or EMPLOYEES who opt into this schedule)</u></b>		
<b><u>Step</u></b>	<b><u>Bachelors</u></b>	<b><u>Masters</u></b>	<b><u>Step</u></b>	<b><u>Initial Placement with the following years of experience. Years listed below ONLY apply to newly hired EMPLOYEES with a start date on or after 7/1/14*</u></b>	<b><u>Bachelors</u></b>
A	\$ 41,050	\$ 43,750	<b>B2</b>	<b>0-4</b>	<b>\$42,810</b>
B	\$ 42,370	\$ 45,250	<b>B3</b>	<b>5</b>	<b>\$43,250</b>
C	\$ 43,690	\$ 46,750	C1		\$43,690
D	\$ 45,010	\$ 48,250	C2		\$44,130
E	\$ 46,330	\$ 49,750	<b>C3</b>	<b>6</b>	<b>\$44,570</b>
F	\$ 47,650	\$ 51,250	D1		\$45,010
G	\$ 48,970	\$ 52,750	D2		\$45,450
H	\$ 50,290	\$ 54,250	<b>D3</b>	<b>7</b>	<b>\$45,890</b>
I	\$ 51,610	\$ 55,750	E1		\$46,330
J	\$ 52,930	\$ 57,250	E2		\$46,770
K	\$ 54,250	\$ 58,750	<b>E3</b>	<b>8</b>	<b>\$47,210</b>
L	\$ 55,570	\$ 60,250	F1		\$47,650
M	\$ 56,890	\$ 61,750	F2		\$48,090
N	\$ 58,210	\$ 63,250	<b>F3</b>	<b>9</b>	<b>\$48,530</b>
O	\$ 59,530	\$ 64,750	G1		\$48,970
P	\$ 60,850	\$ 66,250	G2		\$49,410
Q	\$ 62,170	\$ 67,750	<b>G3</b>	<b>10</b>	<b>\$49,850</b>
R	\$ 63,490	\$ 69,250	H1		\$50,290
S	\$ 64,810	\$ 70,750	H2		\$50,730
T	\$ 66,130	\$ 72,250	H3		\$51,170
U	\$ 67,450	\$ 73,750	I1		\$51,610
V	\$ 68,770	\$ 75,250	I2		\$52,050
W	\$ 70,090	\$ 76,750	I3		\$52,490
			J1		\$52,930
			J2		\$53,370
			J3		\$53,810
			K1		\$54,250
			K2		\$54,690
			K3		\$55,130

			L1		\$55,570
			L2		\$56,010
			L3		\$56,450
			M1		\$56,890
			M2		\$57,330
			M3		\$57,770
			N1		\$58,210
			N2		\$58,650
			N3		\$59,090
			O1		\$59,530
			O2		\$59,970
			O3		\$60,410
			P1		\$60,850
			P2		\$61,290
			P3		\$61,730
			Q1		\$62,170
			Q2		\$62,610
			Q3		\$63,050
			R1		\$63,490
			R2		\$63,930
			R3		\$64,370
			S1		\$64,810
			S2		\$65,250
			S3		\$65,690
			T1		\$66,130
			T2		\$66,570
			T3		\$67,010
			U1		\$67,450
			U2		\$67,890
			U3		\$68,330
			V1		\$68,770
			V2		\$69,210
			V3		\$69,650
			W1		\$70,090
			W2		\$70,530
			W3		\$70,970
			X1		\$71,410
			X2		\$71,850
			X3		\$72,290
			<u>Y1</u>		\$72,730
			<u>Y2</u>		\$73,170
			<u>Y3</u>		\$73,610
			<u>Z1</u>		\$74,050
			<u>Z2</u>		\$74,490
			<u>Z3</u>		\$74,930
			<u>AA1</u>		\$75,370



			<u>AA2</u>		\$75,810
			<u>AA3</u>		\$76,250
			<u>AB1</u>		\$76,690
			<u>AB2</u>		\$77,130
<b><u>Differentiated pay for Advanced Degrees for Grandfathered Salary Schedule (add to Master's):</u></b> \$1,500 Specialist in Education or the equivalent degree or unconditional admission to Doctoral Candidacy (ABD) from an accredited college or university  \$2,000 Specialist in Education or the equivalent degree or unconditional admission to Doctoral Candidacy (ABD) from an accredited college or university if in the area of assignment  \$2,000 Certificate of Clinical Competence in Speech-Language Pathology (CCC)  \$2,500 Doctoral degree from an accredited college or university  \$3,000 Doctoral degree from an accredited college or university in the area of assignment			*Per F.S. 1012.22, the base salary for EMPLOYEES who hold an Annual Contract on or after 7/1/14 or those employees who move off the Grandfathered Salary Schedule by opting into the Performance Salary Schedule shall be the salary paid in the prior year, including adjustments only. EMPLOYEES who have an advanced degree and were hired prior to 7/1/2011 shall not be assigned a step when placed on the above Performance Salary Schedule, but shall receive the base salary paid in the prior year, including adjustments only. <b><u>Degree Supplements for Performance Salary Schedule (applies only to degrees in area(s) of certification)</u></b> Masters: \$2,700 Specialist: \$4,000 CCC: \$2,000 Doctorate: \$5,000		

- **Differentiated pay for the additional responsibility and difficulties of teaching an extra course in lieu of a planning block/period:**
  - High School EMPLOYEES shall receive an additional 16% instructional supplement if regularly scheduled to teach each block within the 4 X 4 block schedule. Middle and high school EMPLOYEES on a six (6) or seven (7) period and who are regularly scheduled to teach during their planning period shall be paid a 10% instructional supplement.
- **Differentiated pay for Immokalee EMPLOYEES:**
  - Immokalee EMPLOYEES shall receive a supplement of \$2500. The supplement shall be paid in two equal installments, the first in December and the second in May. EMPLOYEES with a start date on or after January 1 shall only be eligible to receive the second installment of \$1250 paid in May. Only those EMPLOYEES who are current EMPLOYEES as of the date on which the supplement is paid shall be eligible to receive the supplement.
- **Differentiated pay for lead teacher responsibilities in Alternative Schools:**
  - Alternative School Lead Teacher at specific sites as recommended by the principal shall receive an addition 10% instructional supplement. Duties and responsibilities will vary depending on the progress and will be determined by the principal.
- **Computation of Salaries:**
  - Salaries are computed on the basis of 196 working days except for an EMPLOYEE's initial contract. All instructional positions which are more or fewer than 196 days will be computed at the daily rate of 1/196 of the instructional salary. An EMPLOYEE's initial contract will be computed on the basis of 198 days pursuant to Article 4.11.
- **Differentiated pay for Speech Language Pathologists:**
  - Speech Language Pathologists shall receive an additional instructional supplement of \$3,000.

- **One Time Performance Bonus**

The following bargaining unit job classifications shall be eligible for a one -time performance bonus in accordance with the 2017-2018 evaluation and other criteria as noted below:

- Advisor, Workforce Education
- Teacher, Pre-K
- Teacher, VPK
- Pre-K Transition specialist
- Teacher, Media Specialist
- TSA (all teachers on special assignment)
- Counselor
- Diagnostician, Speech and Language
- ESE program Specialist
- Intervention Support Specialist/District
- Teacher, Reading Coach
- Literacy Specialist/Reading Coach
- Specialist, Literacy/District
- Teacher, GED Adult/Post
- Teacher, ELL/Post
- Teacher, Resource
- Teacher, ESE Resource/Post
- Teacher, OJT/Post
- Teacher, Public Service DCC Ed
- Teacher, Health Occupations
- Teacher, Business Post
- Teacher, Vocational/Post
- Teacher, Vocational/ Tech Ed

and who also:

- Was evaluated as highly effective in the 2017-2018 school year will receive a one time performance bonus of \$1200 to be paid as soon as practicable following BOARD approval of any such increments or adjustments.
- Was evaluated as effective in the 2017-2018 school year will receive a one time performance bonus of \$800 to be paid as soon as practicable following BOARD approval of any such increments or adjustments.

Notes:

- Only those EMPLOYEES who are current EMPLOYEES as of the date on which the tentative salary agreement receives final School Board approval shall be paid the bonus pay.
- EMPLOYEES working less than .5 FTE will receive a prorated bonus based on their final evaluation.
- EMPLOYEES who are on a wage stoppage (i.e. in approved unpaid leave status) and/or receiving supplemental benefits from Worker's Compensation will not be eligible for bonus pay until they return to paid status.

## 12.011

In order to differentiate salary for experience and education, each new EMPLOYEE shall be initially placed on the appropriate experience step of the Performance Salary Schedule in Appendix A based on validated, full-time related experience. Effective July 1, 2014, **each new EMPLOYEE shall be limited to a maximum of ten (10) years of validated, full-time related experience.**

## **INSTRUCTIONAL SALARY SCHEDULE (cont.)**

### **Immokalee and Everglades City**

Due to the critical shortage of teachers residing in the areas of Immokalee and Everglades City, salary will be differentiated for teachers in schools in those areas to the following guidelines (*Article 12.014 from CCEA Collective Bargaining Agreement*):

#### **a. Additional Experience Credit on the Salary Schedule**

Beginning with the 1985-86 school year, an EMPLOYEE assigned to Immokalee and/or Everglades City schools on a full-time basis shall be eligible to receive additional experience credit on the salary schedule, beyond the maximum regularly allowed, for verifiable experience earned outside the district. One year of additional experience credit shall be granted for each two (2) complete years of full-time service in Immokalee and Everglades City schools, until each year of verifiable experience outside the district is credited or until the EMPLOYEE reaches the final step on the salary schedule, whichever occurs first. Each additional year of experience shall be credited at the beginning of the year following the completion of each two-year period of full-time assignment in Immokalee or Everglades City schools. An EMPLOYEE who voluntarily transfers to a school in other than Immokalee or Everglades City during the year in which additional credit is granted shall forfeit the most recent year of additional credit granted, effective as of the date of transfer. However, an EMPLOYEE who is involuntarily reassigned or transferred to a school in a location other than Immokalee or Everglades City during the second year of the two-year assignment in which additional credit is to be earned shall not forfeit the benefit of this provision.

The EMPLOYEE is responsible to apply on the appropriate form provided by the Human Resources Department for the one-step adjustment with the Compensation Office no later than the last day of the 196-day teacher contract of the school year prior to the adjustment. The EMPLOYEE shall be responsible for the submittal of the proper verification forms. The effective date of the adjustment shall be as of the date the experience is verified, but not sooner than the first day of the EMPLOYEE's contract for the subsequent year.

#### **b. Immokalee/Everglades City Teaching Supplement**

EMPLOYEES who teach in Immokalee and/or Everglades City shall receive an annualized index supplement of .025 of the base pay of \$41,280, during any year that they teach in Immokalee and/or Everglades City.

### **Differentiated Pay for Title I Eligible Schools**

To conform with F.S. 1012.22, all EMPLOYEES assigned to a Title I eligible school will receive a supplement in the amount of \$200.00 for the school year. If legislation changes and the requirement to provide this supplement is eliminated, the supplement will no longer be paid. (*Article 12.0110 from CCEA Collective Bargaining Agreement*)

### **Differentiated Pay for Schools that earned a grade of "F" or three consecutive grades of "D" Supplement**

To conform with F.S. 1012.22, all EMPLOYEES assigned to a school that earned a grade of "F" or three consecutive grades of "D" pursuant to Florida Statute 1008.34 will receive a supplement in the amount of \$100.00 for the school year. The supplement will remain in force for one (1) year following an improved grade for that school. If legislation changes and the requirement to provide this supplement is eliminated, the supplement will no longer be paid. (*Article 12.0111 from CCEA Collective Bargaining Agreement*)

### **College Credit Reimbursement for Instructional staff**

Effective to July 1, 2015: Tuition reimbursement shall be implemented in accordance with the provisions of the CCEA collective bargaining agreement. (*Article 12.03 from CCEA Collective Bargaining Agreement*)

**SUPPLEMENTAL POSITIONS**  
*(Appendix B from CCEA Collective Bargaining Agreement)*

1. The term department chairperson shall pertain to the chairperson of a specific grade level, a specific discipline or subject area, a grouping of disciplines or subject areas for the purposes of communication, articulation and planning, or an interdisciplinary team.
2. For the purpose of computing supplements, no EMPLOYEE shall be counted more than once at any school center unless that center has organized its instructional staff with multiple chair designations including, but not limited to, department chairpersons and team leaders.
3. A department eligible to have a department chairperson shall consist of at least three (3) employees.
4. Each EMPLOYEE assigned to a school at least half-time will be counted as a member of one team or department.
5. EMPLOYEES earning fall athletic supplements will be compensated in equal installments throughout the term of the supplemental assignment beginning no later than the first pay date in October.
6. Before any person shall be eligible for a supplement, he shall first be approved by a majority vote of the BOARD, in open meeting, upon recommendation of the SUPERINTENDENT.
7. There shall be no express or implied right to reappointment to any position in the school system paying any supplement, for any subsequent year, just because of the fact of having been appointed for any prior year. Any person shall be considered reappointed to his supplemental position for the subsequent school year if he has not been notified in writing of the intent not to reappoint by April 20 of the current school year, or by June 1 of the current school year for an EMPLOYEE whose assignment has not been completed by April 20.
8. Each chairperson under Instructional Supplements shall receive the prescribed compensation based upon the number of EMPLOYEES on his team for the entire year or a proration thereof for those who work less than a full year.
9. After serving a maximum of three (3) consecutive years as an appointed department chairperson or team leader, this supplemental position shall be open to competitive application by other EMPLOYEES within the department or team.
10. Those Vocational-Technical Center department chairpersons who are employed for 236 days shall be compensated at the rate of an additional 20% for those EMPLOYEES within the department who are employed 236 days.
11. In regard to an EMPLOYEE's request to fill a coaching assignment at a school other than his/her primary school of assignment, the following procedures shall be followed:
  - A. The EMPLOYEE shall request approval from the Principal of each school to which he/she is assigned prior to making a commitment to coach. This request should include the best information available regarding the dates and times early dismissal is necessary. If any Principal is of the opinion that too much instructional time would be missed, he/she may deny the request to coach.
  - B. If the home school Principal has approved the coaching position, Temporary Duty Assignment leave will be granted for all early releases.
  - C. No early release from instructional time, meetings, conferences or duty assignments will be granted for practices or coaches' meetings. Coaches may be released from planning time if there are no other conflicts as long as classes are adequately planned.
  - D. In recognition of the difficulty in finding qualified coaches, all elementary and middle school Principals will attempt to be as flexible as possible in allowing EMPLOYEES to coach at the high school.

## **SUPPLEMENTAL POSITIONS (cont'd)**

- E. High school EMPLOYEES who seek coaching positions at another high school may be so assigned upon receiving prior approval of both Principals involved.
  - F. In all cases listed above, an EMPLOYEE may appeal a Principal's decision directly to the Principal's Supervisor. The Supervisor's decision will be final.
12. Requests for approval of the addition of coaching positions should follow the normal chain of authority:  
Coach--Activities Coordinator--School Principal--SUPERINTENDENT--District School Board.

**DIFFERENTIATED PAY FOR INSTRUCTIONAL LEADERSHIP**  
*(Appendix C from CCEA Collective Bargaining Agreement)*

Department Chair/Team Leader

<u>Number of Persons</u>	<u>Index*</u>
1	0.0000
2	0.0000
3	0.0379
4	0.0447
5	0.0516
6	0.0581
7	0.0644
8	0.0705
9	0.0765
10	0.0822
11	0.0878
12	0.0930
13	0.0983
14	0.1030
15	0.1078
16	0.1122
17	0.1167
18	0.1206
19	0.1246
20	0.1282
21 or above	0.1300

\* Supplements are computed by applying the above index to the base pay of \$41,280

# **DIFFERENTIATED PAY FOR INSTRUCTIONAL LEADERSHIP (cont'd)**

	<u>Index*</u>
1. Peer/Mentor Teacher—Beginning Teacher Program (School-Based only) per mentee	0.0263*
2. Middle School Department Chairperson	0.060*
3. A singular change (+ or -) in the "Number of Persons" after October 1 of the current school year will not initiate a change in the calculation of the supplement.	
4. Building Technology Coordinator (BTC [one per school])	0.030*
5. District Media Specialist Teacher Leader (2 per District: 1 Elementary and 1 Secondary)	0.1505*
6. District Foreign Language Teacher Leader	0.1505*
7. Everglades City School—Subject Area Contacts, 4 High, 4 Middle (Math, Science, Language Arts, Social Studies) Everglades Middle/High Teachers are not eligible for Team Leader or Department Chairperson supplements	0.030*
8. Quality Assurance Site Monitor – Alternative Programs – 1 per Required Site	.05
9. District Speech Language Pathologist Leaders (2 per District: 1 Elementary and 1 Secondary)	.1505

\* Supplements are computed by applying the above index to the base pay of \$41,280

**DIFFERENTIATED PAY FOR SCHOOL ACTIVITIES**  
*(Appendix D from CCEA Collective Bargaining Agreement)*

EMPLOYEES who assume additional responsibilities and job performance difficulties in supervising the Activities listed below will receive differentiated pay as follows:

<u>ATHLETICS RELATED</u>	<u>Index*</u>
Everglades City Activities Director	0.0786
Intramural Director of Approved Sports	0.0110
Intramural Team Sponsor for Approved Sports	0.0045
Assistant to the High Schools' Activities Coordinators	0.0400
<u>CLASS SPONSORS</u>	
Senior Class Sponsor	0.0267
Senior Class Assistant Sponsor	0.0256
Junior Class Sponsor	0.0314
Junior Class Assistant Sponsor	0.0256
Sophomore Class Sponsor	0.0162
Freshman Class Sponsor	0.0162
<u>ART/MUSIC/DRAMA**</u>	
Art Teacher (.0027 per public performance)	Limit 6
Drama Director (.0221 per major performance)	
Elementary Music Teacher (.0027 per public performance)	Limit 6
High School Band Director*****	0.13
High School Assistant Band Director*****	0.0530
High School Band Auxiliary Unit Sponsor	0.0267
High School Orchestra Director (Minimum of eight [8] public performances per year)	0.0530
High School Choral Director (Minimum of eight [8] public performances per year)	0.0530
Middle School Band Director***	0.0267
Middle School Orchestra Director***	0.0267
Middle School Choral Director (.0027 per public performance)	Limit 12
Music Director for Dramatic Musical Production (.0221 per major production)	Limit 1



## DIFFERENTIATED PAY FOR SCHOOL ACTIVITIES (cont'd)

### OTHER ACTIVITIES

	<u>Index*</u>
Academic Competitive Club Sponsor	0.0199
Administrative Designee	0.0300
School Club Sponsor (Elementary, Middle, High School and Workforce Education)	0.0121
Elementary Safety Patrol Sponsor	0.0146
Elementary Newspaper Sponsor	0.0110
High School Student Council Sponsor	0.0267
JROTC Supply Officer	0.0602
Laureate Mentor (.0027 per student) <sup>2</sup>	
Legal "Mock Trial" Sponsor	0.0199
Newspaper Sponsor (9 issues required)	0.0211
Newsmagazine Sponsor (4 issues required, minimum of 24 pages per issue)	0.0211
Postsecondary Events (i.e. culinary, auto) (.0027 per event)	Limit 6
Teen Trendsetters Program Sponsor (participating middle and high schools based on availability of grant funding; per semester)	0.0101
Yearbook Sponsor:	
Middle School	0.0260
High School	0.0321
Speech and Debate Team Sponsor****	0.0361
Special Academic Activities (approved by SUPERINTENDENT)	0.0110

### ADDITIONAL ACTIVITIES EARNING SET DOLLAR AMOUNTS:

Art Event Coordinator (1 per District)	0.0060
Campus/Lunch Monitor (Note: Subject to school-based funding; in lieu of 35-minute duty-free lunch; per semester/term)	0.0075
Career Academy Director	0.0602
eSembler Support Person (1 per school per semester/term)	0.0081
FOCUS Support Person (1 per school per semester/term)	0.0081

## DIFFERENTIATED PAY FOR SCHOOL ACTIVITIES (cont'd)

JROTC Lead Coordinator (1 per District)	0.1030
JROTC Color Guard	0.0500
JROTC Academic/Leadership Sponsor	.0199
Laureate Lead Teacher (1 per high school):	
1-15 students = .0149	
16-30 students = .0198	
31-45 students = .0248	
46 + students = .0297	<u>Index*</u>
Laureate Program Coordinator (1 per District)	0.1505
Lead Literacy Specialist (1 per District)	0.1505
Lead Reading Coach (1 per District)	0.1505
Middle School Field Day Coordinator	0.0105
Mock Trial Coordinator (1 per District)	0.0150
Model UN Coach (1 per building)	0.0200
Music Event Coordinator (7 per District)	0.0090
NAF Student Internship Completion Support Person:	
1-10 students = .0149	
11-20 students = .0198	
21-30 students = .0248	
31+ students = .0297	
NBPTS Facilitator (1 per District)	0.1505
Professional Learning Support Person (1 per District)	0.1505
Safe & Drug-free Schools Contact	0.0241
School-based Science Fair Coordinator (1 at each middle and high school)	0.0090
Science Fair Coordinator (1 per District)	0.0903
Science Review Committee Chairman (1 per District)	0.0181
Social Studies Academic Competition Coordinator (1 per District)	0.1505
Speech and Debate Team Coordinator (2 per District: 1 Middle and 1 High)	0.0361
Spelling Bee Coordinator (1 per District)	0.0105
Students Working Against Tobacco Contacts (1 at each middle and high school)	0.0211
Traffic/Bike Safety Coordinator (1 per District)	0.0196
Web Site Developer	0.0200
Wellness Champion (1 per school)	0.0149

## DIFFERENTIATED PAY FOR SCHOOL ACTIVITIES (cont'd)

- \* Supplements are computed by applying the above index to the base pay of \$41,280
- \*\* In order to receive a supplement for one or more levels (middle school, high school) an assignment must average a minimum of two (2) weekly, after-school sessions during the school year. In order to receive an exhibit or performance supplement for art or music, said activity is to occur outside of the EMPLOYEE's workday (to be approved by the Principal and the SUPERINTENDENT's designee).
- \*\*\* This amount may be increased by 0.0030\* (note about \$100 on the BS step 0 for the 05-06 school year) per public performance per school as approved by the SUPERINTENDENT. Payment shall not be made for public performances in excess of fifteen (15) in number.
- \*\*\*\* Applicable only to sponsors whose teams annually participate in a minimum of four (4) tournaments.
- \*\*\*\*\* In order to further differentiate pay for high school band directors and assistant band directors (directors), a director who completes four (4) consecutive years as a director in Collier County and continues to be a director in the Collier County Public Schools shall receive a 20% plus adjustment to the supplement amount for the position beginning with his/her fifth (5th) year and continuing through the ninth (9th) year he/she maintains a director position. A 30% plus adjustment to the supplement amount shall be made for the tenth (10th) year and continuing through the fourteenth (14th) year, he/she maintains a director position. A 40% plus adjustment to the supplement amount shall be made for the fifteenth (15th) year he/she maintains a director position. A 50% plus adjustment to the supplement amount shall be made for the twentieth (20th) year in the director position and thereafter as long as he/she maintains a director position.
- \*\*\*\*\* An EMPLOYEE receiving a school sponsor supplement, as approved by his/her Principal, shall receive approved Temporary Duty Leave to participate in state level competition after advancing beyond district level competition. The EMPLOYEE shall receive a \$50 stipend for each such state level competition.

Note 1: The Principal may divide this supplement among several EMPLOYEES but not to exceed .0027 per student.

Curriculum and Instruction (C & I) supplements shall be reviewed annually by the appropriate administrator to determine if there is a need for the supplement. Requests for additional C & I supplements may be approved and awarded by the Superintendent and brought forward during subsequent negotiations.

Supplemented positions shall be allocated and approved by the Superintendent on an as-needed basis and subject to appropriate funding.

**DIFFERENTIATED PAY FOR MIDDLE SCHOOL ATHLETICS**  
*(Appendix E from CCEA Collective Bargaining Agreement)*

EMPLOYEES who assume additional responsibilities in coaching in and/or coordinating the middle school athletic program will receive differentiated pay as follows:

	<u>Index*</u>
Middle School Head Coach (1 per school per sport)	.02*
Sports: Boys Cross Country	
Girls Cross Country	
Boys Volleyball	
Girls Volleyball	
Boys Soccer	
Girls Soccer	
Boys Basketball	
Girls Basketball	
Boys Track	
Girls Track	
Middle School Assistant Coach (1 per school per sport)	.015*
Sports: Boys Volleyball	
Girls Volleyball	
Boys Soccer	
Girls Soccer	
Boys Basketball	
Girls Basketball	
Boys Track	
Girls Track	
Middle School Athletics Site Coordinator (1 per school per year)	.06*

\* Supplements are computed by applying the above index to the base pay of \$41,280

**DIFFERENTIATED PAY FOR HIGH SCHOOL ATHLETICS**  
*(Appendix F from CCEA Collective Bargaining Agreement)*

EMPLOYEES who assume additional responsibilities in coaching high school athletics will receive differentiated pay as follows: (etc.)

<u>Sport</u>	<u>Head Varsity Coach</u>	<u>Assistant Varsity Coach</u>
Baseball	.10	.06*
Basketball	.12	.07*
Cheerleading		
Fall	.03	.015
Winter	.03	.015
Everglades (per year)	.04	NA
Certified Athletic Trainer (per semester)	.07	NA
Conditioning Coach	.08	NA
Cross Country	.05	NA
Football	.13	.08*
Golf	.05	NA
Lacrosse	.06	.04
Soccer	.08	.05*
Softball	.10	.06*
Spring Football	.03	.02
Swimming	.08	.05*
Tennis	.05	NA
Track	.08	.05*
Volleyball	.06	.04*
Wrestling	.10	.06*
<i>Assistant to the Activities Coordinator</i> <i>(3 supplements per year, one each for fall, winter &amp; spring)</i>	.04	

## **DIFFERENTIATED PAY FOR HIGH SCHOOL ATHLETICS (cont'd)**

1. Supplements are computed by applying the above index to the base pay of \$41,280.
2. In order to further differentiate pay for high school coaches committed to continued coaching in Collier County, a coach who completes four (4) consecutive years as a coach in Collier County in the same sport and who continues to coach in that sport in the Collier County Public Schools shall receive a 20% plus adjustment to the supplement amount for the position beginning with his/her fifth (5th) year and continuing through the ninth (9th) year he/she maintains a coaching position in the sport. A 30% plus adjustment to the supplement amount shall be made for the tenth (10th) year and continuing through the fourteenth (14th) year, he/she maintains a coaching position in the sport. A 40% plus adjustment to the supplement amount shall be made for the fifteenth (15th) year he/she maintains a coaching position in the sport. A 50% plus adjustment to the supplement amount shall be made for the twentieth (20th) year in the sport and thereafter as long as he/she maintains a coaching position in the sport. The requirement for continuity in the same sport shall be waived if the Principal requests that the coach change sports.
3. In the event a former District coach is reemployed by the District in the previously held coaching position at any District school, the coach shall be credited with the same coaching salary experience previously earned.
4. A coach whose team or individual team member(s) advances beyond district competition in the state tournament structure shall receive a 1% plus adjustment to the supplement amount for the position for each calendar day from the day following the conclusion of district competition through the day of the last competition. The same adjustment shall apply to the cheerleading coach and band director.
5. Commencing with the 1999/2000 school year, there will be the addition in each high school of one Cheerleading Assistant Varsity Coach, one Wrestling Assistant Varsity Coach and one Track Assistant Girls/Boys Varsity Coach.
- \* To be approved at the discretion of the SUPERINTENDENT based upon an adequate number of participants.

**Collier County Association of Educational  
Office and Classroom Assistant Personnel (CCAEOCAP) SALARY SCHEDULE**  
8 hour work day, includes 30 minute paid lunch  
Non-exempt

(Appendix A from OCAP Collective Bargaining Agreement)

**Salary Schedule  
Effective July 1, 2018 thru June 30, 2021**

Steps	Initial Placement on the Salary Schedule for Years of Experience	Classification/Hourly Rate				
		A	B	C	D	E
<b>a</b>	<b>0-3</b>	\$10.85	\$11.75	\$12.10	\$13.01	\$13.47
<b>b</b>	<b>4</b>	\$11.35	\$12.25	\$12.60	\$13.51	\$13.97
<b>c</b>	<b>5</b>	\$11.85	\$12.75	\$13.10	\$14.01	\$14.47
<b>d</b>		\$12.35	\$13.25	\$13.60	\$14.51	\$14.97
<b>e</b>		\$12.85	\$13.75	\$14.10	\$15.01	\$15.47
<b>f</b>		\$13.35	\$14.25	\$14.60	\$15.51	\$15.97
<b>g</b>		\$13.85	\$14.75	\$15.10	\$16.01	\$16.47
<b>h</b>		\$14.35	\$15.25	\$15.60	\$16.51	\$16.97
<b>i</b>		\$14.85	\$15.75	\$16.10	\$17.01	\$17.47
<b>j</b>		\$15.35	\$16.25	\$16.60	\$17.51	\$17.97
<b>k</b>		\$15.85	\$16.75	\$17.10	\$18.01	\$18.47
<b>l</b>		\$16.35	\$17.25	\$17.60	\$18.51	\$18.97
<b>m</b>		\$16.85	\$17.75	\$18.10	\$19.01	\$19.47
<b>n</b>		\$17.35	\$18.25	\$18.60	\$19.51	\$19.97
<b>o</b>		\$17.85	\$18.75	\$19.10	\$20.01	\$20.47
<b>p</b>		\$18.35	\$19.25	\$19.60	\$20.51	\$20.97
<b>q</b>		\$18.85	\$19.75	\$20.10	\$21.01	\$21.47
<b>r</b>		\$19.35	\$20.25	\$20.60	\$21.51	\$21.97
<b>s</b>		<u>\$19.85</u>	<u>\$20.75</u>	<u>\$21.10</u>	<u>\$22.01</u>	<u>\$22.47</u>

## CCAEOCAP (OCAP) SALARY SCHEDULE (cont'd)

### **JOB TITLES:**

A.	General Instructional and Office Assistant (K-12), General Instructional Assistant/NCLB, General Office Assistant (District, School), School Receptionist (High School)
B.	ELL Tutor (Spanish, Creole, NCLB), General School Secretary, Hearing Impaired Interpreter I, Hearing Impaired Interpreter I/NCLB, Production Assistant, Title I Tutor
C.	Accounting Clerk (Business Office, Maintenance, Transportation, School), ESE Job Coach, ESE Assistant, ESE Assistant (NCLB), , ESE Behavior Paraprofessional, <i>ESE Employment Liaison</i> , ESE Secretary (School), Even Start Para-Teacher, General Secretary C&I, General Secretary (Administration), Hearing Impaired Interpreter II, Hearing Impaired Interpreter II/NCLB, Inventory Clerk (Business Office), Migrant Paraprofessional, Migrant Records Clerk, Paraprofessional, Payroll Assistant, PreK Outcome Assistant, Secretary/LWIT, Title I, Inventory Clerk, Title I Parent Involvement Assistant, Title I Proctor, Title I Resource Secretary, Title III Bi-lingual Para-Professional, Title III Bilingual Paraprofessional in a Title I or Target Assisted School, Prekindergarten/General Assistant, Prekindergarten/General Assistant/NCLB, Pre-kindergarten/Safety Assistant
D.	<i>Alternative Education Classroom Assistant, Alternative Education Migrant Assistant</i> , Attendance Assistant, Bookkeeper (High School, Business Office, Facilities Management, LWIT, Maintenance, Transportation), Community Outreach Specialist, Data Entry (District), Data Entry (Title I), Data Entry/Maintenance, Data Entry Clerk/School, Data Entry/Transportation, District Bilingual Translator/Interpreter, <i>Family Service Worker</i> , Guidance Secretary, <i>Health Service Worker</i> , Hearing Impaired Interpreter III, Hearing Impaired Interpreter III/NCLB, Home-School Liaison, Recruiter/Home School Liaison, ISS Assistant, ISS Assistant/NCLB, Secretary to Administrator/Adult and Community Education, Secretary to Administrator of Career Education, Secretary to Administrator LWIT, Secretary to Director of Accounting, Secretary to Director/ESE, Secretary to Director/English Language Learners Services, Secretary to Director/Facilities, Secretary to Director of Federal and State Grants, Secretary to Director of Nutrition Service, Secretary to Director of FTE, Surveys & Staff Allocations, Secretary to Director Maintenance, Secretary to Director/Purchasing, Secretary to Director Assessment & Data Management, Secretary/ Director Technology, Secretary to Director/Transportation, Secretary /Middle School Assistant Principal, Secretary/ Activities Coordinator, Secretary/District Communication & Information, Officer, Secretary/High School Assistant Principal, Student Tracking Liaison
E	Computer Operator (District), Hearing Impaired Interpreter IV, Hearing Impaired Interpreter IV/ NCLB, Payroll Clerk (District)

### **Section 1.02 JOB CLASSIFICATIONS:**

Assistant  
 Bookkeeper  
 Clerk  
 Computer Operator  
 Family Service Worker  
 Health Service Worker  
 Interpreter  
 Job Coach  
 Paraprofessional  
 Proctor  
 Receptionist  
 Liaison  
 Secretary  
 Tutor



## CCAEOCAP (OCAP) SALARY SCHEDULE (cont'd)

- 1) **Four Year Degree**: With a four-year degree from an accredited college, add one dollar and twenty-five cents (\$1.25) per hour. With a **two-year degree** from an accredited college, add seventy-five cents (\$.75) per hour.
- 2) **Paraprofessional**: Any district EMPLOYEE who is required by the job description for his/her assigned position to meet the qualifications Two years (60 credit hours) of study at an institution of higher education; or an Associate's degree or higher; or demonstrate through a formal state or local academic assessment (Paraprofessional Exam) knowledge of, and the ability to assist in instructing reading, writing, mathematics and who are not paid for a two or four year degree, will be eligible for a twenty-five cent (\$.25) per hour additional payment for passing the Paraprofessional Exam.
- 3) **Tuition Reimbursement**: Upon approval of the SUPERINTENDENT or his designee, the BOARD will reimburse each EMPLOYEE the actual amount of tuition paid, not to exceed the resident tuition rate established by the Florida State Board of Regents for each semester hour taken in an area which may improve his/her overall value to the District. The determination of potential for improving the EMPLOYEE's overall value to the District is solely at the discretion of the SUPERINTENDENT or his designee. Those employees in approved courses prior to November 15, 2011 will be reimbursed at 100% of the rate as described above. All courses approved after November 15, 2011, will be reimbursed at 50%. For approved programs that begin on or after November 15, 2011, reimbursement for courses will be at 50% of the rate as described above and will remain at 50% for the duration of the program. Employees who are not enrolled in a degree seeking program by June 30, 2012 will not be eligible for any course reimbursement. Tuition reimbursement will be renegotiated in the spring of 2015.
- 4) **Training Outside of Workday or Work Year**: EMPLOYEES required by the schooldistrict to complete training outside of their contracted workday or work year shall be reimbursed at their current hourly salary rate for each training hour.
- 5) **Child Developmental Associate (CDA)**: EMPLOYEES required by the District to earn a Child Developmental Associate's (CDA) Certificate and who have completed the training shall receive a \$100.00 one-time supplement at the conclusion of his/her probationary period. After earning a CDA, EMPLOYEES who complete District approved retraining shall receive a \$75 supplement, not to exceed one supplement per year.
- 6) **Tutors**: Beginning in school year 1995/96, the contract year for tutors shall be 188 days.
- 7) **Hearing Impaired Interpreters**: Hearing Impaired Interpreters shall be classified based on level of service required by the student. Initial placement shall be on Step N of Range B, C, D, or E. At all times placement on the salary schedule for new and existing employees shall be based on the required level of service of the student in the new assignment. In the event a Hearing Impaired Interpreter is assigned to multiple students, the employee shall be classified at the highest level of required service.
- 8) ESE Assistants required to perform medical procedures as detailed in BOARD Policy and verified by the Director of Health Services, shall receive an annual supplement of \$250.00.
- 9) Beginning with the 2018-2019 school year, ESE Assistant and ESE Pre-K Assistant will be on a 188 day calendar.
- 10) **A-Level Assistant**: An A level Assistant shall be considered for C level compensation on a case-by-case basis. A reclassification is appropriate when an ESE student requires essential or extraordinary services. Essential services will be defined as CBR restraint activities, medical feeding procedures, lifting and positioning students as directed by OT/PT, and/or direct supervision of students with Autism. Extraordinary services are defined as requiring excessive time and attention (in excess of 50% of the work day) to the extent that the duties associated with the ESE student render the position equivalent to an ESE Assistant as confirmed by the teacher and principal or program SUPERVISOR. (a) Change in Classification: The effective date of any change in classification will be the date of written notification, with rationale, to Human Resources/Compensation from either the Principal or program SUPERVISOR.

**Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP) Titles**

<b>PAY RANGE</b>	<b>TITLE</b>	<b>TITLE NUMBER</b>	<b>LENGTH OF CONTRACT (DAYS)</b>	<b>CONTRACT</b>	<b>CONTRACT CODE (Payroll)</b>
A	Assistant, General Instructional and Office Elementary	70101	186	D	E
	Middle	70103			
	High	70102			
A	Assistant, General Instructional and Office (K-12)	70116	188	D	E
A	Assistant, General Office (District)	70108	250	D	E
A	Assistant, General Office		186	D	E
	Elementary	70140			
	Middle	70141			
	High	70142			
A	Assistant, Prekindergarten/Planning	70163	186/ 180	D	E
A	Assistant, Prekindergarten/Safety	70106	180	D	E
A	Receptionist, High School	71701	216	D	E
B	Assistant, Production	71501	250	D	E
B	Interpreter, Hearing Impaired I	70701	186	D	E
B	Secretary, General School		201/209/250	D	E
B	Tutor, ELL		188	D	E
	Spanish	72102			
	Creole	72104			
B	Tutor, Title I	72101	188	D	E
C	Assistant, ESE		188	D	E
C	Assistant, ESE Prek Inclusion	70166	188	D	E
C	Assistant, Payroll	71301	250	D	E
C	Assistant, Prekindergarten/Basic	70105	186	D	E
C	Assistant, Prekindergarten Outcome	70128	250	D	E
C	Assistant, Title I Parent Involvement	70114	188	D	E
C	Clerk, Accounting (Business Office, Maintenance, Transportation, School)		186/196/230/250	D	E
C	Clerk, Inventory (Business Office)	70704	250	D	E
C	Clerk, Migrant Records	71101	196	D	E
C	Clerk, Title I Inventory	71901	216	D	E
C	Interpreter, Hearing Impaired II	70702	186	D	E
C	Job Coach	70601	186	D	E
C	Paraprofessional	71201	186	D	E
C	Paraprofessional, Migrant	71208	192	D	E
C	Paraprofessional, Title III Bilingual	71207	188	D	E
C	Para-Teacher, Even Start	71203	196	D	E

**Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP) Titles**

<b>PAY RANGE</b>	<b>TITLE</b>	<b>TITLE NUMBER</b>	<b>LENGTH OF CONTRACT (DAYS)</b>	<b>CONTRACT</b>	<b>CONTRACT CODE (Payroll)</b>
C	Proctor, Title I		192	D	E
	Elementary	72001			
	Middle	72003			
	High	72004			
	Post	72121	236	D	E
C	Secretary, ESE (School)	70901	196	D	E
C	Secretary, General C & I	71815	196/216/250	D	E
C	Secretary, General, Administration	71821	250	D	E
C	Secretary, Title I Resource	71843	216	D	E
C	Secretary / LWIT	71818	230	D	E
D	Assistant, Alternative Education Classroom	70161	186	D	E
D	Assistant, Alternative Education Migrant	70159	186	D	E
D	Assistant, Attendance	70107	186	D	E
D	Assistant, ISS		186/250	D	E
	Elementary	70104			
	Middle	70147			
	High	70148			
D	Assistant, Workforce Education (WKE)	70164	236/196	D	E
	Production Shop				
D	Bookkeeper (High School, Business Office, Maintenance, Facilities, LWIT, Transportation)		216/250	D	E
D	Clerk, Data Entry (District)	70402	250	D	E
D	Clerk, Data Entry / School	70404	209	D	E
D	Clerk, Data Entry / Maintenance	70403	250	D	E
D	Clerk, Data Entry / Transportation	70405	250	D	E
D	Clerk, Data Entry / Title I	70401	250	D	E
D	Family Service Worker, Head Start Basic	70804	196	D	E
D	Health Service Worker, Head Start Basic	70805	196	D	E
D	Interpreter, Hearing Impaired III	70703	186	D	E
D	Liaison, Home-School	70802	196	D	E
D	Liaison, Recruiter / Home School	70806	236	D	E
D	Liaison, Student Tracking	70801	196	D	E
D	Secretary, Activities Coordinator	71801	211	D	E
D	Secretary, Administrator / LWIT	71845	250	D	E
D	Secretary, Administrator / Adult and Community Education	71802	250	D	E
D	Secretary, Assistant Principal High School	71803	209/223	D	E
D	Secretary, Assistant Principal Middle School	71804	216	D	E
D	Secretary, Director Assessment & Data Management	71822	250	D	E
D	Secretary, Director Federal and State Grants	71840	230/250	D	E

**Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP) Titles**

<b>PAY RANGE</b>	<b>TITLE</b>	<b>TITLE NUMBER</b>	<b>LENGTH OF CONTRACT (DAYS)</b>	<b>CONTRACT</b>	<b>CONTRACT CODE (Payroll)</b>
D	Secretary, Director FTE, Surveys & Staff Allocations	71825	250	D	E
D	Secretary, Director of Accounting	71828	250	D	E
D	Secretary, Director/English Language Learners Services	71837	250	D	E
D	Secretary, Director / ESE	71820	250	D	E
D	Secretary, Director / Facilities	71807	250	D	E
D	Secretary, Director / Maintenance	71823	250	D	E
D	Secretary, Director / Nutrition Services	71808	250	D	E
D	Secretary, Director / Purchasing	71810	250	D	E
D	Secretary, Director / Student Relations	71856	250	D	E
D	Secretary, Director / Technology	71841	250	D	E
D	Secretary, Director / Transportation	71812	250	D	E
D	Secretary, Guidance	71817	206/216	D	E
D	Specialist, Community Outreach	70302	230	D	E
D	Translator / Interpreter, District Bilingual	70205	196	D	E
E	Clerk, Payroll (District)	71401	250	D	E
E	Computer Operator (District)	70301	250	D	E
E	Interpreter, Hearing Impaired IV	70705	186	D	E

## **Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP)**

1. **New employees** shall be limited to a maximum of five (5) years of validated and job-related full-time experience. Former Collier County School District employees, who return to the school district within the bargaining unit, shall be credited with the same salary experience previously earned.
2. **Transfer from Confidential to CCAEOCAP:** Placement is based on a maximum five (5) years verified experience plus CCPS experience; less the number of years CCAEOCAP employees did not receive a step.
3. **Transfer from Teamsters to CCAEOCAP:** Placement is based on a maximum five (5) years verified experience or a maximum five (5) years CCPS experience or a combination of CCPS experience and verified experience totaling five (5) years.

**Overtime:** Any overtime must have the prior approval of the Supervisor.

**TEAMSTERS SALARY SCHEDULE**  
(8 hr work day, includes 30 minute paid lunch)  
(Non-Exempt)

*(Appendix 2 from Teamsters Collective Bargaining Agreement)*

<b><u>STEP</u></b>	<b><u>I</u></b>	<b><u>II</u></b>	<b><u>III</u></b>	<b><u>IV</u></b>	<b><u>V</u></b>	<b><u>VI</u></b>
0	10.49	11.46	13.06	14.65	16.13	17.63
1	10.64	11.61	13.21	14.80	16.28	17.78
2	11.19	12.16	13.76	15.35	16.83	18.33
3	11.54	12.51	14.11	15.70	17.18	18.68
4	12.09	13.06	14.66	16.25	17.73	19.23
5	12.59	13.56	15.16	16.75	18.23	19.73
6	12.88	13.90	15.53	17.17	18.66	20.23
7	13.18	14.14	15.93	17.57	19.07	20.73
8	13.50	14.45	16.32	17.96	19.49	21.23
9	13.77	14.75	16.74	18.34	19.88	21.73
10	14.07	15.06	17.14	18.76	20.29	22.23
11	14.35	15.47	17.51	19.17	20.67	23.24
12	14.66	15.81	17.90	19.62	21.15	23.79
13	14.92	16.22	18.43	20.17	21.70	24.34
14	15.24	16.75	18.98	20.72	22.25	24.89
15	15.74	17.30	19.53	21.27	22.80	25.44
16	16.24	17.80	20.03	21.77	23.30	25.96
GWI (1)	16.55	18.14	20.42	22.19	23.76	26.46
GWI (2)	17.01	18.54	20.78	22.52	24.11	26.75
GWI (3)	17.32	18.89	21.18	22.96	24.59	27.28
GWI (4)	17.64	19.25	21.59	23.41	25.07	27.78

## TEAMSTERS SALARY SCHEDULE (cont'd)

### CLASSIFICATIONS: (Work Areas)

I	II	III	IV	V	VI
Custodian Assistant	Custodian Groundskeeper I  Nutrition Service Worker Special Programs Bus Attendant	Head Custodian, Elementary  Mechanic Helper	Bus Driver Courier Delivery Person Groundskeeper II Head Custodian, Middle/High Painter Parts and Tool Attendant Utility Bus Driver Utility Person		Dispatcher Carpenter  Controls Technician Electrician Equipment Technician HVAC Technician Mechanic Paint and Body Technician Parts and Tool Specialist Plumber <u>Irrigation Technician</u> <u>Transportation Driver</u> Trainer*

\* Transportation Driver Trainer classification shall be moved from Range V to Range VI on the salary schedule effective January 1, 2018.

### The following supplements will be added to the hourly rate:

**\$ 1.00 per hour** Hours worked as a crew leader. Work crew leaders must be approved by the Superintendent or his designee.

**\$.25 per hour** For every 75 accumulated hours of training (Nutrition Service Worker)

**\$.25 per hour** All Transportation Mechanics working at satellite locations without direct and on-site supervision; limited to two employees per satellite site, one employee per shift, for purposes of covering the early and late shifts when a crew leader is not on-site (South, Estates, Immokalee) Must be approved by the Superintendent or designee.

**\$ .50 per hour** Mechanics and Parts & Tool Attendants in the Department of Transportation and HVAC (Utility Man) who are required to work an eight (8) hour shift that normally ends later than 9:00 PM.

New employees shall be limited to a maximum of five (5) years of validated and job-related full-time experience. Former Collier County School District Employees returning to the school district within the bargaining unit shall be credited with the same salary experience previously earned.

## ADDITIONAL EDUCATION AND TRAINING

*(Article 15.8 from Teamsters Collective Bargaining Agreement)*

### 15.8.1

An employee with a **four (4) year degree** from an accredited college or university shall be paid an additional \$1.00 per hour provided the degree is related to the EMPLOYEE's job classification.

EMPLOYEES with a **two (2) year A.S. degree** from an accredited institution shall be paid an additional fifty cents (\$0.50) per hour provided the degree is related to the EMPLOYEE's job classification. **All general two (2) year A.A. degrees will be considered related to the EMPLOYEE's job classification.**

### 15.8.2

An EMPLOYEE with a trade certification related to the EMPLOYEE'S job classification will be paid an additional fifty cents (\$0.50) per hour. An EMPLOYEE who completes an approved program of instruction related to the EMPLOYEE's job classification will be paid an additional twenty-five cents (\$0.25) per hour. The determination that the degree is related to the EMPLOYEE's job classification shall be at the sole discretion of the SUPERINTENDENT or designee.

### 15.8.4

A list of degrees, certificates, licenses and courses that meet the requirements, is contained in Appendix 3 of the Teamsters Collective Bargaining Agreement.



## TEAMSTERS POSITIONS

PAY RANGE	TITLE	TITLE NUMBER	LENGTH OF CONTRACT (DAYS)	CONTRACT	CONTRACT CODE (Payroll)
I	Custodian Assistant	70029	186/250	D	C
II	Custodian	80801	250	D	C
II	Groundskeeper I	81201	250	D	C
II	Nutrition Service Worker	81101	188	D	C
II	Bus Attendant	82101	191	D	C
III	Head Custodian / Elementary School	81301	250	D	C
III	Mechanic Helper	81502	250	D	C
IV	Bus Driver	80301	189	D	C
IV	Courier	80601	250	D	C
IV	Delivery Person	80902	250	D	C
IV	Groundskeeper II	81202	250	D	C
IV	Head Custodian / Middle School	81303	250	D	C
	High School	81302			
IV	Painter	81701	250	D	C
IV	Parts and Tool Attendant Maintenance	81803	250	D	C
	Transportation	81804			
IV	Utility Bus Driver	80302	189	D	C
IV	Utility Person	82201	250	D	C
V					
VI	AV / Communications Specialist	80101	250	D	C
VI	Carpenter	80401	250	D	C
VI	Controls Technician	80803	250	D	C
VI	Dispatcher	80201	230	D	C
VI	Electrician	81001	250	D	C
VI	HVAC Technician	81401	250	D	C
VI	Irrigation Technician	82202	250	D	C
VI	Mechanic (Transportation)	81501	250	D	C
VI	Mechanic, Grounds (Maintenance)	81503	250	D	C
VI	Paint and Body Technician	81601	250	D	C
VI	Parts and Tool Specialist Maintenance	81801	250	D	C
	Transportation	81802			
VI	Plumber	81901	250	D	C
VI	Transportation Driver Trainer	82102	215	D	C

# NON-COLLECTIVE BARGAINING UNITS PLACEMENT SCHEDULE

*Salary placements will be based on related experience and internal equity.*

*Any salary increases or bonuses for existing non-bargaining employees  
beyond initial placement are contingent upon Board approval.*

## **Performance Salary Plan for School-based Administrators (Principal, APC, APD, AP, Director, Technical College and Assistant Director, Technical College):**

Any annual salary adjustments are contingent upon Board Approval and will be made in accordance with Florida Statute 1012.22. Salary adjustments will be based upon the prior year final evaluation rating on the Collier Leadership Evaluation Model. The annual adjustment provided to an administrator receiving a final rating of Effective will be equal to at least 50 percent and no more than 75 percent of the annual adjustment provided to an employee receiving a final rating of Highly Effective.

<b><u>Range</u></b>	<b><u>Title Number</u></b>	<b><u>Title</u></b>	<b><u>Minimum Rate</u></b>	<b><u>Hrs Per Day</u></b>	<b><u>Length of Contract (Days)</u></b>	<b><u>Contract Code</u></b>
<b><u>1</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	64003	Office Support Assistant I, Human Resource	\$13.04	8	250	G
	64012	Office Support Assistant I, Benefits & Wellness	\$13.04	8	250	G
		<b><u>Exempt - Daily</u></b>				
		None				
<b><u>2</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	64004	Office Support Assistant II, Human Resource	\$13.68	8	250	G
	64011	Office Support Assistant II, Benefits & Wellness	\$13.68	8	250	G
	63005	District Switchboard Operator	\$13.68	8	216/250	G
		<b><u>Exempt - Daily</u></b>				
		None				
<b><u>3</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	64005	Support Assistant, Compensation	\$14.36	8	250	G
		<b><u>Exempt - Daily</u></b>				
		None				
<b><u>4</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		Executive Secretary, Executive Director	\$15.08	8	250	G
		<b><u>Exempt - Daily</u></b>				
		None				

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<u>5</u>	20401	<u>Non Exempt - Hourly</u> Assistant Manager, Nutrition Services	\$15.65	8	196	D
		<u>Exempt - Daily</u> None				
<u>6</u>		<u>Non Exempt - Hourly</u> None	\$15.83			
		<u>Exempt - Daily</u> None	\$126.64			
<u>7</u>	21303	<u>Non Exempt - Hourly</u> Manager, Elementary School / Nutrition Services (including EVG)	\$19.45	8	196	D
	21322	Manager, Nutrition Services (Admin Center)	\$19.45	8	250	D
		<u>Exempt - Daily</u> None				
<u>8</u>	21303	<u>Non Exempt - Hourly</u> Manager, Middle School / Nutrition Services (including CES/CMS)	\$19.83	8	196	D
		<u>Exempt - Daily</u> None				
<u>9</u>	21303	<u>Non Exempt - Hourly</u> Manager, High School / Nutrition Services	\$20.24	8	196	D
	21303	Manager, High School / Nutrition Services (high school based; includes vending)	\$20.24	8	196/250	<u>D</u>
		Office Manager, School	\$20.24	8		G
	63002	Elementary			221	
	63003	Middle			228	
	63004	High			250	
	63001	Office Manager, Summer School	\$20.24	8	N/A	
	30063	Specialist I	\$20.24	7.5	250/236/230/216	D
	30060	Specialist I, Basic PreK	\$20.24	7.5	250	D
	30061	Specialist I, Benefits & Wellness	\$20.24	7.5	250	D
	30065	Specialist I, Board Office	\$20.24	7.5	250	D
	30035	Specialist I, Budget	\$20.24	7.5	250	D
	30034	Specialist I, Career Education	\$20.24	7.5	250	D
	31016	Specialist I, Volunteer Programs	\$20.24	7.5	230	D
	30029	Specialist I, ESE Budget	\$20.24	7.5	250	D
	30037	Specialist I, ESE Data	\$20.24	7.5	250	D
	30050	Specialist I, Federal Grants	\$20.24	7.5	250	D

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<u>9</u>		<b><u>Non Exempt - Hourly</u></b>				
	30044	Specialist I, Head Start Eligibility, Recruitment, Selection & Attendance	\$20.24	7.5	230	D
	30025	Specialist I, Help Desk	\$20.24	7.5	209	D
	30053	Specialist I, Human Resources	\$20.24	7.5	250	D
	30071	Specialist I, Instructional Materials	\$20.24	7.5	250	D
	30019	Specialist I, Inventory	\$20.24	7.5	250	D
	30041	Specialist I, Meal Benefit and Accountability	\$20.24	7.5	250	D
	30049	Specialist I, Migrant Data	\$20.24	7.5	250	D
	30039	Specialist I, Nutrition Services Ordering and Inventory	\$20.24	7.5	250	D
	30059	Specialist I, Position Control	\$20.24	7.5	250	D
	30066	Specialist I, School Operations	\$20.24	7.5	250	D
	30056	Specialist I, Student Relations	\$20.24	7.5	223/250	D
	30067 / 68 / 69	Specialist I, Transportation (Ops, Routing, Safety)	\$20.24	7.5	230/240	D
	30047	Specialist I, Voluntary PreK Budget	\$20.24	7.5	250	D
	30015/52	Specialist I, Workforce Education	\$20.24	7.5	250	D
	31002	Technician I, System Support	\$20.24	7.5	206/230/250	D
	31004	Technician I, Test and Data	\$20.24	7.5	250	D
		<b><u>Exempt - Daily</u></b>				
		None				
<u>10</u>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	35001	Facility Manager, Elementary	\$163.74	7.5	250	D
	35002	Facility Manager, Administration Center	\$163.74	7.5	250	D
	35001	Facility Manager, Everglades	\$163.74	7.5	250	D
<u>11</u>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	35001	Facility Manager, Middle	\$167.72	7.5	250	D
	35001	Facility Manager, Gulfview Middle	\$167.72	7.5	250	D
<u>12</u>		<b><u>Non Exempt - Hourly</u></b>				
	33004	Executive Secretary, Assoc Superintendent	\$22.96	8	250	G
	33005	Executive Secretary, Asst Superintendent	\$22.96	8	250	G
	33001	Executive Secretary, Superintendent's Office	\$22.96	8	250	G
	30031	Secretary, Legal	\$22.96	8	250	G
	30064	Specialist II	\$22.96	7.5	250	D
	30021	Specialist II, Allocations	\$22.96	7.5	250	D
	30001	Specialist II, Alternative Education	\$22.96	7.5	196	D
	30002	Specialist II, Applications Support	\$22.96	7.5	250	D
	30033	Specialist II, Basic PreK Head Start Health Services	\$22.96	7.5	216	D
	30057	Specialist II, Benefits & Wellness	\$22.96	7.5	250	D

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>12</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	30020	Specialist II, Communications	\$22.96	7.5	236/250	D
	30022	Specialist II, Compliance/Special Programs	\$22.96	7.5	236/250	D
	30017	Specialist II, Energy Management Systems Operations	\$22.96	7.5	250	D
	31015	Specialist II, Facilities Assets	\$22.96	7.5	250	D
	30013	Specialist II, Federal Budget	\$22.96	7.5	250	D
	30014	Specialist II, Federal Staffing	\$22.96	7.5	250	D
	30072	Specialist II, Head Start Compliance/ERSEA	\$22.96	7.5	230	D
	30054	Specialist II, Human Resources	\$22.96	7.5	250	D
	30074	Specialist II, Meal Application / Compliance	\$22.96	7.5	250	D
	31009	Specialist II, Network Applications	\$22.96	7.5	250	D
	31013	Specialist II, Network Cabling	\$22.96	7.5	250	D
	31010	Specialist II, Network Security	\$22.96	7.5	250	D
	31014	Specialist II, Network Security/Surveillance	\$22.96	7.5	250	D
	30008	Specialist II, Network Support	\$22.96	7.5	250	D
	30018	Specialist II, Payroll	\$22.96	7.5	250	D
	30023	Specialist II, Repair Support	\$22.96	7.5	250	D
	30073	Specialist II, Safety and Security	\$22.96	7.5	250	D
	30046	Specialist II, Title I Compliance	\$22.96	7.5	236	D
	31011	Specialist II, Voiceover IP Phone	\$22.96	7.5	250	D
	31003	Technician II, Lead System Support	\$22.96	7.5	206/230/250	D
	33002	Videographer	\$22.96	7.5	236	D
		<b><u>Exempt - Daily</u></b>				
	35001	Facility Manager, High School	\$172.17	7.5	250	D
	35001	Facility Manager, LWIT/LWH/ALT	\$172.17	7.5	250	D
	35001	Facility Manager, Immokalee Technical College	\$172.17	7.5	250	D
	35001	Facility Manager, .5 Immokalee ALT / .5 Maintenance	\$172.17	7.5	250	D
<b><u>13</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	31012	Trainer, Technology	\$23.56	7.5	250	D
		<b><u>Exempt - Daily</u></b>				
		None	\$176.69	7.5	250	D
<b><u>14</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	22423	Manager, State Assessments	\$25.84	7.5	250	D
		<b><u>Exempt - Daily</u></b>				
	20903	Foreman, Shop	\$193.81	7.5	250	H
	20905	Foreman, Transportation Parts and Tools	\$193.81	7.5	250	H
	20904	Foreman, Transportation Service	\$193.81	7.5	250	H
	21411	Manager, Basic PreK	\$193.81	7.5	230	H
	21412	Manager, Budget	\$193.81	7.5	250	H
	22416	Manager, District Translator/Interpreter	\$193.81	7.5	250	H
	22415	Manager, Instructional Materials	\$193.81	7.5	250	H
	22611	Manager, Professional Development and Learning	\$193.81	7.5	250	H
	20104	Supervisor, Site/School Age Child Care	\$193.81	7.5	216	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>15</u></b>		<b><u>Non Exempt - Hourly</u></b>				
	30030	Paralegal	\$26.61	7.5	250	D
		<b><u>Exempt - Daily</u></b>				
	20501	Buyer	\$199.61	7.5	250	H
	20103	Accountant, Financial Services	\$199.61	7.5	250	H
	21202	Accountant, Internal Funds	\$199.61	7.5	250	H
	21001	Generalist, Human Resources	\$199.61	7.5	250	H
	22214	Supervisor, Accounts Payable	\$199.61	7.5	250	H
<b><u>16</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	21401	Manager, Budget and Operations, Maintenance	\$205.60	7.5	250	H
	21405	Manager, Transportation Business	\$205.60	7.5	250	H
	21305	Manager, Transportation Routing	\$205.60	7.5	250	H
	21318	Manager, Transportation Safety	\$205.60	7.5	250	H
	22212	Supervisor, Transportation	\$205.60	7.5	236	H
<b><u>17</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	20222	Analyst, GIS Planning	\$211.76	7.5	250	H
	20217	Analyst, Network I	\$211.76	7.5	250	H
	22502	Facilitator, Post Secondary	\$211.76	7.5	230	H
	20220	Field Manager, Technical Services	\$211.76	7.5	250	H
<b><u>18</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	22413	Manager, Budget and Planning Nutrition Services	\$218.13	7.5	250	H
	22412	Manager, Nutrition Services Technology	\$218.13	7.5	250	H
<b><u>19</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	22419	Manager, Medicaid (Fee-for-Service)	\$224.67	7.5	250	H
	20211	Manager, Network Cabling	\$224.67	7.5	250	H
	22421	Manager, Communications & Design Services	\$224.67	7.5	250	H
	20213	Manager, School Age Child Care	\$224.67	7.5	250	H
	21604	Programmer, Data Warehouse	\$224.67	7.5	250	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>20</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	51420	*ESE School Intervention Therapist, Elem	\$226.73	7.5	196	F
	53432	*ESE School Intervention Therapist, High	\$226.73	7.5	196	F
	52423	*ESE School Intervention Therapist, Middle	\$226.73	7.5	196	F
	55477	*Social Worker, District	\$226.73	7.5	206	F
	55482	*Social Worker, Feeder Pattern	\$226.73	7.5	196	F
	43108	*Social Worker, Head Start, Pre-K, Social Services and Mental Health	\$226.73	7.5	216	F
	55480	*Social Worker, Homeless Liaison	\$226.73	7.5	216	F
	43109	*Social Worker, TAPP	\$226.73	7.5	230	F
	20502	Senior Buyer	\$226.73	7.5	250	H
<b><u>21</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	21406	Manager, Communications & Web Services	\$231.40	7.5	250	H
	20215	Manager, Employee Relations	\$231.40	7.5	250	H
	21409	Manager, Human Resources	\$231.40	7.5	250	H
	21313	Manager, Payroll	\$231.40	7.5	250	H
	22606	Manager, Staff Allocations	\$231.40	7.5	250	H
	22610	Manager, Student Relations	\$231.40	7.5	250	H
	22202	Supervisor, Central Services	\$231.40	7.5	250	H
	22204	Supervisor, General Trades/Immokalee & Everglades	\$231.40	7.5	250	H
	22217	Supervisor, General Trades/Naples	\$231.40	7.5	250	H
	22218	Supervisor, Grounds	\$231.40	7.5	250	H
<b><u>22</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	20212	Analyst, District Budget	\$238.35	7.5	250	H
	22608	Assistant Supervisor, HVAC & Controls	\$238.35	7.5	250	H
	21201	Inspector, Fire, Health & Safety	\$238.35	7.5	250	H
	22609	Manager, District Insurance Program & Risk Management Services	\$238.35	7.5	250	H
	22424	Manager, District Safety and Security	\$238.35	7.5	250	H
	22420	Manager, Environmental Safety	\$238.35	7.5	250	H
	21403	Manager, Operational Trainer	\$238.35	7.5	250	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<u>23</u>		<u>Non Exempt - Hourly</u> None				
		<u>Exempt - Daily</u>				
	21101	Grant Writer	\$245.48	7.5	250	H
<u>24</u>		<u>Non Exempt - Hourly</u> None				
		<u>Exempt - Daily</u>				
	22216	Field Supervisor/Trainer, Nutrition Services	\$252.88	7.5	250	H
	21407	Manager, Every Student Succeeds Act (ESSA)	\$252.88	7.5	250/236	H
	21316	Manager, Network Infrastructure	\$252.88	7.5	250	H
	22219	Supervisor, Communications Services	\$252.88	7.5	250	H
	22222	Supervisor, Electrical	\$252.88	7.5	250	H
<u>25</u>		<u>Non Exempt - Hourly</u> None				
		<u>Exempt - Daily</u>				
	20218	Analyst II, Network	\$260.47	7.5	250	H
	21301	Manager, Benefits & Wellness	\$260.47	7.5	250	H
	22414	Manager, Data Surveys	\$260.47	7.5	250	H
	21404	Manager, Transportation Fleet	\$260.47	7.5	250	H
	22406	Manager, Transportation Operations	\$260.47	7.5	250	H
	21601	Programmer	\$260.47	7.5	250	H
	21602	Programmer, Systems	\$260.47	7.5	250	H
<u>26</u>		<u>Non Exempt - Hourly</u> None				
		<u>Exempt - Daily</u>				
	40100	*School Psychologists	\$266.06	7.5	196	B
		*Behavior Analyst/Management Specialist	\$266.06	7.5	196	B
<u>27</u>		<u>Non Exempt - Hourly</u> None				
		<u>Exempt - Daily</u>				
	20206	Analyst, Systems	\$268.28	7.5	228/250	H
	22404	Manager, Accountability Data Warehouse	\$268.28	7.5	250	H
	22402	Manager, Career & Technical Education	\$268.28	7.5	236/250	H
	21603	Programmer/Analyst	\$268.28	7.5	250	H
	21701	Project Manager, Facilities Planning and Construction	\$268.28	7.5	250	H
	22228	Supervisor, Accounting	\$268.28	7.5	250	H
	22105	Supervisor, Compensation	\$268.28	7.5	250	H
	22229	Supervisor, Data Analysis	\$268.28	7.5	250	H
	22220	Supervisor, Field Operations, Nutrition Services	\$268.28	7.5	250	H
	22226	Supervisor, Field Operations, Technology	\$268.28	7.5	250	H



<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>27</u></b>		<b><u>Exempt - Daily</u></b>				
	22231	Supervisor, Gifted and Advanced Studies and Academic Competitions	\$268.28	7.5	250	H
	22607	Supervisor, HVAC & Controls	\$268.28	7.5	250	H
	22201	Supervisor, Menu Planning, Procurement, Nutrition Services	\$268.28	7.5	250	H
	22233	Supervisor, Mental Health Supports and Social Emotional Learning	\$268.28	7.5	216	H
	22215	Supervisor, Program Accountability, Nutrition Services	\$268.28	7.5	250	H
	22227	Supervisor, Purchasing	\$268.28	7.5	250	H
	22232	Supervisor, School and District Operations	\$268.28	7.5	250	H
	22225	Supervisor, Technology Logistics	\$268.28	7.5	250	H
<b><u>28</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
		*Occupational Therapist	\$279.63	7.5	196	B
<b><u>29</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
		*Physical Therapist	\$294.85	7.5	196	B
	20205	Analyst, Senior Systems	\$294.85	7.5	250	H
	20221	Analyst, Senior Systems, Data Warehouse	\$294.85	7.5	250	H
	20219	Analyst, Senior Network	\$294.85	7.5	250	H
<b><u>30</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	19501	Architect	\$341.74	7.5	250	H
	14003	Assistant Principal, High School	\$341.74	7.5	201	H
	14002	Assistant Principal, Middle School	\$341.74	7.5	201	H
	19000	Coordinator	\$341.74	7.5	216	H
	19001	Coordinator, Activities	\$341.74	7.5	211	H
	19042	Coordinator, Administrative Technology	\$341.74	7.5	250	H
	19003	Coordinator, Adult & Community Education	\$341.74	7.5	230	H
	19069	Coordinator, Application Development	\$341.74	7.5	250	H
	19061	Coordinator, Benefits & Wellness	\$341.74	7.5	250	H
	19063	Coordinator, Budget	\$341.74	7.5	250	H
	19526	Coordinator, Capital Improvement Plan & Asset Mgt	\$341.74	7.5	250	H
	19015	Coordinator, Compensation	\$341.74	7.5	250	H
	19520	Coordinator, ELL Services (K-12) and World Languages	\$341.74	7.5	236	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>30</u></b>		<b><u>Exempt - Daily</u></b>				
	19026	Coordinator, ESE/Elementary	\$341.74	7.5	230/250	H
	19028	Coordinator, ESE/High	\$341.74	7.5	230/250	H
	19027	Coordinator, ESE/Middle	\$341.74	7.5	230/250	H
	19524	Coordinator, ESSA Programs	\$341.74	7.5	250	H
	19525	Coordinator, Evaluation	\$341.74	7.5	250	H
	19043	Coordinator, Facility & Real Property Assets	\$341.74	7.5	250	H
	19052	Coordinator, Fine Arts	\$341.74	7.5	236	H
	19010	Coordinator, Health Science	\$341.74	7.5	236	H
	19066	Coordinator, Health & Physical Ed	\$341.74	7.5	236	H
	19034	Coordinator, Literacy (6-12)	\$341.74	7.5	236	H
	19025	Coordinator, Mathematics, 6-12	\$341.74	7.5	236	H
	19515	Coordinator, Mathematics, PreK-5	\$341.74	7.5	236	H
	19054	Coordinator, Operations	\$341.74	7.5	250	H
	19527	Coordinator, Payroll Services	\$341.74	7.5	250	H
	19512	Coordinator, Prekindergarten	\$341.74	7.5	250	H
	19070	Coordinator, Professional Learning & Digital Innovation	\$341.74	7.5	250	H
	19058	Coordinator, Psychological Services/Section 504	\$341.74	7.5	230	H
	19516	Coordinator, Reading/Language Arts (PreK-5)	\$341.74	7.5	236	H
	19064	Coordinator, School Counseling (K-8)	\$341.74	7.5	236	H
	19065	Coordinator, School Counseling (9-12)	\$341.74	7.5	236	H
	19023	Coordinator, School Improvement and Differentiated Accountability	\$341.74	7.5	250	H
	19020	Coordinator, Science & Environmental Ed	\$341.74	7.5	236	H
	19021	Coordinator, Social Studies	\$341.74	7.5	236	H
	19030	Coordinator, Staffing & Recruitment	\$341.74	7.5	250	H
	19522	Coordinator, Workforce Education Programs	\$341.74	7.5	236	H
	19038	Coordinator, Workforce Budgets & WDIS/FTE Surveys	\$341.74	7.5	250	H
	19502	Planner, Long Range	\$341.74	7.5	250	H
<b><u>31</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	16002	Assistant Director, Federal, State, and Competitive Grants	\$355.41	7.5	250	H
	16006	Assistant Director, Network Technology	\$355.41	7.5	250	H
	16007	Assistant Director, Curriculum & Instruction	\$355.41	7.5	250	H
	13005	Assistant Principal, Alternative Schools	\$355.41	7.5	216	H
	13001	Assistant Principal, Elementary, C&I	\$355.41	7.5	209	H
	13002	Assistant Principal, Middle School, C&I	\$355.41	7.5	216	H
	18012	Supervisor, Interscholastic Athletics	\$355.41	7.5	250	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>32</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	13010	Assistant Director, Technical College	\$369.61	7.5	250	H
	13003	Assistant Principal, High School, Curriculum & Instruction	\$369.61	7.5	223	H
	13009	Assistant Principal, LWH, C&I	\$369.61	7.5	223	H
	13004	Assistant Principal, High School, Discipline & Attendance	\$369.61	7.5	209	H
	15041	Director, Community Engagement & District Initiatives	\$369.61	7.5	250	H
	15036	Director, Interagency, Regulatory Coordination, Real Property and Construction Contracts	\$369.61	7.5	250	H
	15027	Director, Project Management	\$369.61	7.5	250	H
	15010	Director, Purchasing	\$369.61	7.5	250	H
<b><u>33</u></b>		<b><u>Non Exempt - Hourly</u></b>				
		None				
		<b><u>Exempt - Daily</u></b>				
	15022	Director, Accounting	\$384.43	7.5	250	H
	15029	Director, Benefits and Wellness	\$384.43	7.5	250	H
	15020	Director, Budget	\$384.43	7.5	250	H
	15051	Director, Career & Technical Education	\$384.43	7.5	250	H
	15054	Director, Curriculum & Instruction	\$384.43	7.5	250	H
	15053	Director, Digital Innovation	\$384.43	7.5	250	H
	15033	Director, Early Learning	\$384.43	7.5	250	H
	15001	Director, Exceptional Student Education	\$384.43	7.5	250	H
	15003	Director, Federal, State & Competitive Grants	\$384.43	7.5	250	H
	15044	Director, Research, Evaluation and Grant Development	\$384.43	7.5	250	H
	15045	Director, Health Services	\$384.43	7.5	250	H
	15037	Director, Human Resources	\$384.43	7.5	250	H
	15050	Director, Migrant / Title I	\$384.43	7.5	250	H
	15004	Director, Nutrition Services	\$384.43	7.5	250	H
	15052	Director, Professional Learning	\$384.43	7.5	250	H
	15042	Director, Research, Testing and Evaluation	\$384.43	7.5	250	H
	15048	Director, Strategic Planning & District Initiatives	\$384.43	7.5	250	H
	15031	Director, Student Relations	\$384.43	7.5	250	H
	15047	Director, Student & Staff Projections, Allocations & Reporting	\$384.43	7.5	250	H
	15008	Director, Technology	\$384.43	7.5	250	H
	15013	Director, Transportation	\$384.43	7.5	250	H

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>34</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	12001	<b><u>Exempt - Daily</u></b> Principal, Elementary School	\$399.80	7.5	221	H
<b><u>35</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	12006	<b><u>Exempt - Daily</u></b> Principal, EVG	\$415.77	7.5	228	H
	12002	Principal, Middle School	\$415.77	7.5	228	H
	12005	Principal, Alternative Schools	\$415.77	7.5	250	H
	12013	Principal, LWH	\$415.77	7.5	228	H
<b><u>36</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	12003	<b><u>Exempt - Daily</u></b> Principal, High School	\$432.42	7.5	250	H
	12014	Director, Technical College	\$432.42	7.5	250	H
<b><u>37</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	11500/1/2/4/6/7/8	<b><u>Exempt - Daily</u></b> Administrative Director	\$441.07	7.5	250	H
<b><u>38</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	11004	<b><u>Exempt - Daily</u></b> Executive Director, Accountability & Data Warehouse	\$449.71	7.5	250	I
	11015	Executive Director, Communications & Community Engagement	\$449.71	7.5	250	I
	11019	Executive Director, Curriculum & Instruction	\$449.71	7.5	250	I
	11006	Executive Director, Elementary Programs	\$449.71	7.5	250	I
	11017	Executive Director, Exceptional Education & Student Support Services	\$449.71	7.5	250	I
	11009	Executive Director, Facilities Management	\$449.71	7.5	250	I
	11002	Executive Director, Human Resources	\$449.71	7.5	250	I
<b><u>39</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
		<b><u>Exempt - Daily</u></b> None	\$467.70	7.5		

<u>Range</u>	<u>Title Number</u>	<u>Title</u>	<u>Minimum Rate</u>	<u>Hrs Per Day</u>	<u>Length of Contract (Days)</u>	<u>Contract Code</u>
<b><u>40</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	10404/5	<b><u>Exempt - Daily</u></b> Assistant Superintendent	\$486.42	7.5	250	I
<b><u>41</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	10301/3	<b><u>Exempt - Daily</u></b> Associate Superintendent	\$505.88	7.5	250	I
<b><u>42</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
		<b><u>Exempt - Daily</u></b> None				
<b><u>43</u></b>		<b><u>Non Exempt - Hourly</u></b> None				
	10104	<b><u>Exempt - Daily</u></b> School Board Attorney/District General Counsel	\$626.59	7.5	250	I

*\*When creating the Non-bargaining Units Salary Schedule several employees' salaries were greater than maximum. Effective July 1, 2012, designated employees shall be "Grandfathered" at their current salary and shall be eligible for all future Board approved increases the same as other employees on the Non-bargaining Units Salary Schedule.*

## SUPPLEMENTS FOR NON-BARGAINING SALARY SCHEDULES

### Non Exempt-Hourly

#### Education

##### Ranges 1 - 6

\$1.25 per hour	Four-year degree from an accredited college
\$ .75 per hour	Two-year degree from an accredited college

#### Longevity\*

All Ranges

\$ 7.20 per day	20 years of experience in Collier County Public Schools
-----------------	---------------------------------------------------------

*\*As of July 1, 2013, longevity supplements are no longer being paid. Employees who were eligible for the supplement prior to July 1, 2013, will continue to receive the supplement.*

### Exempt- Daily

*School-based Administrators new to the District hired on or after July 1, 2011, will be eligible to receive a supplement for their advanced degree (Specialist degree or Doctorate degree) if it is held within the individual's area of certification.*

#### Education

\$4,000 per year (less than 1.0 FTE will be prorated accordingly)	<b>Specialist Degree</b> (submit official transcript with date degree conferred)
----------------------------------------------------------------------------	----------------------------------------------------------------------------------

\$5,000 per year (less than 1.0 FTE will be prorated accordingly)	<b>Doctoral Program</b> (submit official transcript with date degree conferred)
----------------------------------------------------------------------------	---------------------------------------------------------------------------------

#### Longevity\*

\$7.20 per day	20 years of experience in Collier County Public Schools
----------------	---------------------------------------------------------

*\*As of July 1, 2013, longevity supplements are no longer being paid. Employees who were eligible for the supplement prior to July 1, 2013, will continue to receive the supplement.*

*With respect to Florida Statute 1012.22, the District does not have any critical shortage areas for school administrators.*

**SUPPLEMENTS FOR NON-BARGAINING SALARY SCHEDULES (cont'd)****Other**

\$1,500 per year	Transportation Site/Route Manager
\$1,000 per year	High School Assistant Principal (Range 30, 201 calendar)
\$566.00 per year (flat rate)	Principal Mentor
\$ 9.70 per day	NCSP Certification (currently working as school psychologist)
\$1,032 per year	Immokalee/Everglades (payable to School-based Administrators (Principals, Assistant Principals, Activities Coordinators), Health Occupations Coordinator, Workforce Education Coordinator, Social Worker, School Psychologists, Behavior Management Analysts, School Intervention Therapists, Occupational Therapists and Physical Therapists assigned to the Immokalee/Everglades geographic areas)
\$100 per year	Assignment to a school that earned a grade of "F" or three consecutive grades of "D" pursuant to Florida Statute 1012.22. The supplement will remain in force for one (1) year following an improved performance in that school. If legislation changes and the requirement to provide this supplement is eliminated, the supplement will no longer be paid. (payable to School-based Administrators (Principal, APC, APD, AP))
\$200 per year	Assignment to a Title I eligible school pursuant to Florida Statute 1012.22. If legislation changes and the requirement to provide this supplement is eliminated, the supplement will no longer be paid. (payable to School-based Administrators (Principal, APC, APD, AP))
\$5,000 per year	Chief Negotiator (one named per year)
\$3,000 per year	Chief Spokesperson (two name per year)
\$2,000 per year	Team Member
\$500 per year for	Multiple Team Assignment and additional team assignment
\$2,000 per year	School Psychologist Crisis Intervention Team Leader/Immokalee/EVG
\$2,000 per year	School Psychologist Crisis Intervention Team Leader/Middle School/Naples
\$2,000 per year	School Psychologist Crisis Intervention Team Leader/High School/Naples
\$100 per student evaluation	School Psychologist after-hours Gifted and Violent Threat Assessments

*With respect to Florida Statute 1012.22, the District does not have any critical shortage areas for school administrators.*

## **SUPPLEMENTS FOR NON-BARGAINING SALARY SCHEDULES (cont'd)**

Current Nutrition Services  
Manager rate  
or entry level which ever  
is greater

USDA Summer Feeding Program Manager

\$0.75 /hr supplement

USDA Summer Feeding Program Monitor  
Paid during June and July as a supplement to selected USDA Summer Feeding Program Managers.

\$0.75 /hr supplement  
per satellite school

Satellite school for another Nutrition Services program as identified by the Nutrition Services Department and approved by Human Resources. Supplement is paid to a Manager from another site that is providing additional managerial level support to the satellite school program. This supplement is only for Nutrition Services Managers.

\$0.75 /hr supplement

Dinner Program site manager as identified by the Nutrition Services Department and approved by Human Resources.



## **TUITION REIMBURSEMENT FOR NON-COLLECTIVE BARGAINING UNITS**

### **Tuition Reimbursement Program for Non-Bargaining Unit Employees**

Effective to July 1, 2015:

Upon approval of the SUPERINTENDENT or designee, the BOARD will reimburse each EMPLOYEE the actual amount of tuition paid, not to exceed 25% of the resident tuition rate established by the Florida State Board of Regents, for each semester hour taken in an area which may improve his/her overall value to the District. The determination of potential for improving the EMPLOYEE's overall value to the District is solely at the discretion of the Superintendent or designee. To be eligible for reimbursement, the EMPLOYEE must have completed three (3) consecutive years of service in the District. EMPLOYEES shall be reimbursed for no more than 12 credit hours per school year, up to a maximum of 36 credit hours total while employed by the District.

## **SALARY ADMINISTRATION GUIDELINES FOR NON-COLLECTIVE BARGAINING UNITS**

**New Hires:** The rate of pay for newly hired employees should generally be at the minimum rate of the assigned pay range to ensure equity with current employees with greater tenure in similar positions. Salary placements will be based on related experience and internal equity. Based upon school/department needs and employee qualifications, initial placement could be made above the minimum rate. This allows management reasonable flexibility in the recruitment process, while maintaining reasonable controls for maintenance of an equitable relationship between new and existing employees.

### **Current employees moving from a bargaining position to a non-bargaining position:**

It is highly recommended that you contact the Director of Compensation before you accept a new position so that you can be given a salary quote. The rate of pay for current employees moving **from a bargaining position to a non-bargaining position** will be at the minimum rate of their newly assigned position or a 5% increase to their base hourly rate (non-exempt) / daily rate (exempt), whichever is greater. If the employee has previous related experience that is comparable to the level and position being promoted into, consideration will be given for prior verified experience. ***PLEASE NOTE:** If the salary causes disparity among other employees in the same classification based on applying the language in this section, then the salary will be based on related experience and internal equity. Salary placement decisions take into consideration the maintenance of internal equity with current employees that have greater tenure in similar positions.*

### **Promotion:**

It is highly recommended that you contact the Director of Compensation before you accept a new position so that you can be given a salary quote. The rate of pay for current employees promoted within the non-collective bargaining unit to a position **one or two salary ranges** higher than their current position, will be at the minimum rate of their newly assigned position or a 5% increase to their hourly (non-exempt) / daily rate (exempt), whichever is greater. ***PLEASE NOTE:** If the salary causes disparity among other employees in the same classification based on applying the language in this section, then the salary will be based on related experience and internal equity. Salary placement decisions depend largely upon maintaining internal salary equity with current employees that have greater tenure in similar positions.*

It is highly recommended that you contact the Director of Compensation before you accept a new position so that you can be given a salary quote. The rate of pay for current employees promoted within the non-collective bargaining unit to a position **three or more salary ranges** higher than their current position, will be at the minimum rate of their newly assigned position or a 10% increase to their hourly (non-exempt) / daily rate (exempt), whichever is greater. ***PLEASE NOTE:** If the salary causes disparity among other employees in the same classification based on applying the language in this section, then the salary will be based on related experience and internal equity. Salary placement decisions depend largely upon maintaining internal salary equity with current employees that have greater tenure in similar positions.*

**Demotion:** Upon voluntary demotion to a classification with a lower salary range, employees should be placed in the new range at the same relative position held in the previous pay range, limited by the established minimum and maximums for the new salary range. If the relative position causes disparity among other employees in the same classification, the salary adjustment will be based on related experience and internal equity. Upon involuntary demotion to a classification with a lower salary range, salaries would be set on a case-by-case basis.

**Lateral Transfer:** Upon transfer to a position classified at the same level, the employee's range and salary level placement should not be changed.

**Re-evaluation:** Upon re-evaluation to a higher level (upgrade), salaries should be adjusted to that salary level which is in the same relationship to the minimum of the current salary range. In other words, re-evaluated employees should receive the full benefit of any upward adjustment in the assigned pay range. This allows recognition of an employee's earned relative position in the range. The salary increase will be based on related experience and internal equity. Re-evaluation to a lower level (downgrade) should result in salary placement within the new range equal to the current rate of pay. Downgraded employees with current salaries above the maximum rate of the lower pay range should be frozen, until such time as the range is adjusted upward sufficiently to induce the salaries.

**Rehire:** Upon rehire to the same position after a break in service, employees should be placed at the same rate previously held, limited by the established minimum and maximums for the salary range. Grandfathered longevity supplements are not applicable after a break in service.

Upon rehire to a different position after a break in service, placement would follow the regular New Hire placement language.

Exceptions may be made at the discretion of the Superintendent.

## **CONDITIONS OF EMPLOYMENT FOR NON-COLLECTIVE BARGAINING UNITS**

### **Purpose**

The purpose of this section is to set forth the regulations for the administration of the compensation plan applicable to administrative, managerial, confidential, and other employees exempt from collective bargaining units.

### **Administration**

The Executive Director for Human Resources shall be responsible for the coordination, control and administration of the compensation plan. The compensation plan consists of two parts:

- 1) Salary Schedule Booklet
- 2) Rules and regulations governing the administration of the compensation plan.

The schedule of salary ranges and schedule placement is at the discretion of the Superintendent with approval by the School Board.

### **Contracts of Employment**

Administrative and managerial employees shall be provided written contracts. Said contracts shall include all terms and conditions of employment.

### **Holidays**

250-day employees receive no paid holidays. Employees, who are contracted to work less than 250 days, shall receive six (6) paid holidays.

### **Vacations**

250-day employees shall be entitled to one (1) day of basic vacation for each month worked. In addition to this basic vacation period, the employee will be provided additional vacation of one (1) day for each year served in a 250-day position in Collier County, up to a maximum of six (6) additional days per year. The additional days will be credited on July 1 of each year, however, upon termination; the additional days will be pro-rated. In his/her initial year of employment, an employee must be employed at least 125 ½ days in the fiscal year to receive this benefit. Up to sixty (60) days of vacation may be carried forward from one fiscal year to the next.

No vacation leave shall be earned by employees on less than a 250-day contract.

### **Personal Leave**

Employees may be granted up to six (6) personal leave days each year. Personal leave days shall be counted as and deducted from the employee's available sick leave.

### **Sick Leave**

The number of sick leave days earned by employees per year are determined by contract length. Please refer to **CCPS Employee Contract Codes** within this document for a listing at the bottom of the page.

## **Insurance**

Insurance benefits shall include health insurance, life insurance and voluntary benefits. In the event there is a conflict between the provision of this brochure and the official insurance plan documents, the insurance plan documents shall control. The official insurance plan documents are maintained in the district's Benefits and Wellness Office and may be inspected during regular business hours or on the district's website at [www.collierschools.com/benefits](http://www.collierschools.com/benefits).

- 1) Health insurance coverage shall become effective on the first day of the month following 30 days of consecutive employment. Single health insurance coverage is provided to eligible employees at no cost. Dependent coverage is available for employees to purchase.
- 2) Life insurance is effective the first day of employment and is subject to the provisions of the district's group life insurance policy currently in effect. Each eligible employee shall receive term-life insurance with a benefit of \$30,000 or one times (1 X's) the employee's annual salary up to \$100,000.
- 3) Voluntary benefits shall become effective on the first day of eligibility or the effective date established in the insurance carriers' policy provisions.

## **Benefits for Reemployed Retirees**

All employee benefits for reemployed retirees shall go into effect in the same manner as all other new employees. Benefits include accumulation of vacation and sick leave days, district paid health and life insurance and other voluntary benefits. District paid health insurance will go into effect in accordance with the Summary Plan Document. District paid life insurance shall go into effect on the first day of reemployment.

## **Florida Retirement System**

For specific details on the Florida Retirement System Pension Plan, please refer to the Florida Retirement System Guides. The guides are located at [www.dms.myflorida.com/workforce\\_operations/retirement](http://www.dms.myflorida.com/workforce_operations/retirement) or contact 844-377-1888. For specific details on the Florida Retirement System Investment Plan please visit [www.myfrs.com](http://www.myfrs.com) or contact 866-446-9377.

## **Severance Pay / Terminal Pay**

Terminal pay will be paid to an employee (or his beneficiary if service is terminated by death) in accordance with Section 1012.61, F.S. and Board policy 3415.

- 1) Unused sick leave accrued before July 1, 2004: The Employee shall be compensated for all accrued sick leave at their current daily rate utilizing the above payment factor based on years of employment service with Collier County Public Schools
- 2) Unused sick leave accrued on or after June 30, 2004: The Employee shall be compensated for all accrued leave at no more than the daily rate of pay applicable at the time the sick leave was earned utilizing the above payment factor based on years of employment service with Collier County Public Schools.
- 3) Terminal pay will not be paid for sick-leave days transferred into Collier County from another school district. However, sick leave will be charged against transferred sick-leave days prior to the charge of sick leave against days earned in Collier County.
- 4) Payment of terminal pay will be made by the district within thirty (30) calendar days following the employee's retirement or termination date. Said payment shall be deposited in a deferred compensation account in accordance with Board policy.
- 5) Once terminal pay has been calculated and paid, the employee will have no remaining balance in his sick-leave account.
- 6) In calculating terminal pay, the salary schedule in effect on the employee's last day of work or paid leave will be used to determine the appropriate payoff.

## **HOURS PER WORK DAY AND LUNCH SCHEDULES**

### **Martin Luther King Jr. Administrative Center**

#### **Specialist:**

Works 7.5 hours a day plus 30 minutes unpaid lunch  
8 hour work day

OR

Works 7.5 hours a day plus 1 hour unpaid lunch  
8 ½ hour work day

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#### **Non Bargaining Ranges 1-6**

Works 8 hours a day includes a 30 minute paid lunch  
8 hour work day

OR

Works 8 hours a day and takes a 1 hour lunch (30 minutes paid and 30 minutes unpaid)  
8.5 hour work day

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#### **OCAP:**

Works 8 hours a day includes a 30 minute paid lunch  
8 hour work day

OR

Works 8 hours a day and takes a 1 hour lunch (30 minutes paid and 30 minutes unpaid)  
8.5 hour work day

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#### **TSA:**

Works 7.5 hours a day, includes a 35 minute paid lunch  
7.5 hour work day

OR

Works 7.5 hours a day and takes a 1 hour lunch (35 minutes paid and 25 minutes unpaid)  
7.75 hour work day

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#### **Psychologists:**

Works 7.5 hours a day, plus 30 minutes unpaid lunch  
8 hour work day

OR

Works 7.5 hours a day, plus 1 hour unpaid lunch  
8.5 hour work day

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**PART-TIME HOURLY****PART-TIME COORDINATOR IN WORKFORCE EDUCATION PROGRAMS**

<b><u>Degree</u></b>	<b><u>Hourly Rate</u></b>
Baccalaureate, Masters	\$26.13
Specialist	\$27.14
Doctorate	\$27.61

**PART-TIME PERSONNEL IN WORKFORCE EDUCATION PROGRAMS**

<b><u>Degree/Position</u></b>	<b><u>Hourly Rate</u></b>
Baccalaureate, Non-Degree (Instructor/Advisor)	\$20.03
Doctorate, Specialist, Masters (Instructor/Advisor)	\$22.15
Assistant/General	\$ 8.46
Bilingual Intake Registrar	\$ 9.12
Fiscal Assistant	\$13.00
Records Clerk	\$ 9.38
Technology Assistant	\$13.48
Testing Monitor	\$13.00
Workforce Trainer	\$17.50

**PART-TIME PERSONNEL IN BEFORE/AFTER SCHOOL PROGRAMS**

<b><u>Degree/Position</u></b>	<b><u>Hourly Rate</u></b>
Baccalaureate, Non-Degree (Instructor)	\$20.03
Doctorate, Specialist, Masters (Instructor)	\$22.15
Assistant/General	\$9.07

**PART-TIME INSTRUCTIONAL PERSONNEL  
IN SATURDAY SCHOOL (Discipline)**

Doctorate, Specialist, Masters (Instructor)	\$22.15 per hour
Baccalaureate, Non-Degree (Instructor)	\$20.03 per hour

**PART-TIME HOURLY**

**TEACHER, HOSPITAL / HOMEBOUND STUDENTS**

Current Instructional Hourly Rate

**GUEST TEACHER, HOSPITAL / HOMEBOUND STUDENTS:**

Current teacher Starting Rate -  
Entry Level Pay: \$27.79/hr

**STAY PROJECT INSTRUCTOR/AFTER-SCHOOL PROGRAM  
DIRECTOR**

**Degree**

**Hourly Rate**

Baccalaureate

\$20.03

Doctorate, Specialist, Masters

\$22.15

**HIGH SCHOOL CREDIT RECOVERY, INSTRUCTIONAL**

Current Instructional Hourly Rate

**HIGH SCHOOL CREDIT RECOVERY, SITE COORDINATOR**

Current Instructional Hourly Rate

**MIGRANT/EVEN START COORDINATOR**

Instructional Salary Schedule

**PART-TIME INSTRUCTIONAL PERSONNEL – TITLE I PRIVATE SCHOOL (AFTER SCHOOL)**

Title I Private School Instructor (Afterschool) - hourly rate includes planning and mileage:

One student \$35.00

Two students \$45.00

Three or more students \$55.00

*Please note: If no show of students occurs, payment will be made for 30 minutes of wait time. Future recurring no shows for the same program will not be paid.*



**PART-TIME PERSONNEL IN SCHOOL AGE CHILD CARE (SACC)  
(BEFORE/AFTER SCHOOL PROGRAMS)**

<b>Degree/Position</b>	<b>Hourly Rate</b>
School Age Child Care Instructional Counselor	Baccalaureate - \$20.03 per hour Master's, Specialist, or Doctorate - \$22.15 per hour
School Age Child Care Non-Instructional Workers (18 years or older) (minimum HS diploma)	\$10.00
School Age Child Care (SACC) High School Student Worker Must be a student currently attending high school.	\$9.07

**COACHING, ENCOURAGEMENT AND RESOURCES FOR TEACHER SUCCESS (CERTS)**

	<b>Hourly Rate</b>
CERTS - Teacher Mentor	\$35.00
CERTS - Teacher Mentor Coordinator	\$45.00

**Effective: July 1, 2018**

### **MISCELLANEOUS HOURLY**

In-service Instruction (Administrative/Supervisory Personnel - per class hour) \$37.10 / hour

Payment is for conducting in-service-training activities, as well as, planning and organizing. The number of hours compensated for planning and organizing in-service- training activities shall not exceed one-half (1/2) the number of hours involved in the in-service-training itself. Administrators conducting the same in-service activity more than once within 90 calendar days shall be compensated for no more than one quarter (1/4) of the number of hours involved in the in-service activity itself for each of the activities beyond the first.

### **HOURLY RATES**

Writing/Program Development (Administrative/Supervisory) Current Hourly Rate

Curriculum Writing Participant \$20.00

In-Service Participant (Instructional Personnel, if attendance is required) \$20.00

In-Service Instructor/Facilitator (Instructional Personnel) \$30.00

Collier Writes (Instructional Personnel)	
Masters and above	\$22.15
Bachelors	\$20.03

Auditorium Coordinator (Instructional or Non-Instructional Personnel) \$23.32

Auditorium Technician (Instructional or Non-Instructional Personnel) \$12.72

Lease Supervisor (Instructional) \$25.00

Choral Accompanist \$18.02

Career/Technical Instructor - Nursing \$27.48

Driver's Education Instructional Support Personnel \$16.19

AVID Group Discussion Leader \$12.00

Bus Driver Trainee (Minimum wage) \$8.46/hr  
(effective 1/1/19)

Bus Attendant Trainee (Minimum wage) \$8.46/hr  
(effective 1/1/19)

**SICK LEAVE POOL COMMITTEE** per Meeting

Sick Leave Committee Member \$50.00

Sick Leave Committee Chairperson \$100.00

## **CONSERVATION CAPTAIN SUPPLEMENT**

\$250/per semester

## **STUDENT WORKERS**

### **Student Assistant – High School:**

(includes student assistants during the summer)

(Minimum wage):

\$8.46/hr

(effective 1/1/19)

### **Adult Student Worker:**

\$10.00/hr

**High School graduates (i.e. college students) / summer worker:** current entry level pay for A-level OCAP

## **Nutrition Services**

### **Student Workers/Learn ‘n Earn Program:**

\$9.13/hr

## **ACTIVITIES SUPPORT HOURLY PAY RATES**

### **Athletic Event Workers**

(includes event security, scorekeeper, ticket sellers/takers,  
meet officials, clock operator, announcer, usher)

\$10.00 /hour

### **Clock Operator/Scorekeeper/Announcer**

*High School Students ONLY.*

*Must be 16 years of age or older.*

\$10.00 /hour

Collier County Athletic Conference Facilitator

\$2,000/year

## **SUMMER EMPLOYMENT**

### **Administrative Personnel**

The salary for administrators who work summer school or summer enrichment shall be calculated by using the hourly rate of the administrator for the school year immediately preceding summer school, but shall not be less than (a,b,c) that are listed below.

#### **The salary for any teacher who serves as a summer school administrator shall be calculated as follows:**

- a) Elementary School Principal –Minimum rate of Elementary School Principal (Range 34) or current daily rate, whichever is greater.
- b) Middle School Principal –Minimum rate of Middle School Principal (Range 35) or current daily rate, whichever is greater.
- c) High School Principal –Minimum rate of High School Principal (Range 36) or current daily rate, whichever is greater.

All rates will be computed using the school year immediately preceding summer school. Experience steps will not be granted for previous summer school experience.

Any employee who works only one (1) complete summer school session will earn one (1) day of paid sick leave.

### **Non-bargaining employees hired as a teacher for summer school:**

Non-bargaining employees hired as a teacher for summer school shall receive the teacher rate of pay. Their salary shall be determined by using the new instructional salary schedule for teachers hired after September 30, 2011 (Bachelor's rate with experience step). Placement on the scale for non-bargaining employees shall be limited to the negotiated maximum number of years of teaching experience at the time of summer employment. Advanced degree supplements are not paid during summer school.

## **CCEA SALARY SCHEDULE & BENEFITS FOR SUMMER EMPLOYMENT**

*(Appendix G from CCEA Collective Bargaining Agreement)*

1. The Summer School Program/Curriculum Writing Projects shall be at the discretion of the BOARD.
2. The salary for teaching summer school shall be calculated by using the hourly rate of the EMPLOYEE for the school year immediately preceding the summer school.
3. The following leave provisions shall apply to regular summer school teaching only:
  - A. Sick Leave  
Each EMPLOYEE who is scheduled to work at least one-half of the summer school program shall earn two (2) days of paid sick leave at the conclusion of the first day the EMPLOYEE actually works in summer school. Such sick leave shall be cumulative from summer school to the regular school year. Sick leave earned during the EMPLOYEE's regular contract period may not be used during summer school. A day of sick leave is defined as the number of hours regularly scheduled to be worked per day in summer school. Any EMPLOYEE who works less than one-half of the summer school program will not earn leave.
  - B. Personal Leave  
Each EMPLOYEE shall be entitled to one (1) day personal leave from the two (2) days of sick leave posted in "A" above. Such personal leave shall be charged against the sick days earned for summer school and is noncumulative. In any event, an EMPLOYEE may not take more than six (6) personal days of leave each fiscal year.
  - C. Other Leave  
  
Other types of leaves permitted in the summer school program are:
    - 1) Jury Duty (in accordance with 11.03)
    - 2) Illness-In-Line-of-Duty Leave (in accordance with 11.04)
4. The salary for participating in curriculum writing projects shall be \$20 per hour.
5. There are no leave benefits for any EMPLOYEE who participates in curriculum writing projects.
6. Teaching positions/assignments for the district's Summer School Program first shall be offered to EMPLOYEES who were employed by the district in the preceding school year.
7. EMPLOYEES hired after June 1, 1994, working in critical areas of Exceptional Student Education may be required to work extended contracts as a condition of employment. Those critical areas include the following:  
Hearing Impaired  
Visually Impaired  
Profoundly Mentally Handicapped  
Severely Emotionally Disturbed  
Trainable Mentally Handicapped  
Speech/Language Pathologist
8. Counselors who are requested by their Principal and agree to work during the summer break will be compensated at their regular rate of pay.

### **Non-Instructional and Support Personnel**

Employees shall be compensated using the salary schedule for the positions they accept. If such position is the same as their position during the school year, they shall be paid the same hourly rate in effect for the school year immediately preceding summer school.

If the summer position is in a different classification, the employee shall be compensated at the beginning rate for that classification or their current hourly rate, whichever is greater (Confidential employees).

*Employees shall be compensated using the salary schedule for the positions they accept. If such position is the same as their position during the school year, they shall be paid the same hourly rate in effect for the school year immediately preceding summer school. If a current **OCA**P employee is hired for a summer position within **OCA**P that is a different level, they will receive pay at that level and their current step preceding summer school.*

## **CCAEOCAP (OCAP) SALARY SCHEDULE & BENEFITS FOR SUMMER EMPLOYMENT**

*(Article 4.09 from CCAEOCAP (OCAP) Collective Bargaining Agreement)*

### **CCAEOCAP (OCAP) Summer School Employment**

(a) Selection Criteria for Appointment to Summer School Positions:

- (i) EMPLOYEES with less than three contract years of full-time service with CCPS would NOT be considered for summer school employment except in such situations where no appropriately certificated or qualified candidates with at least three years of full-time CCPS service had applied.
- (ii) EMPLOYEES may apply for summer school positions that they currently hold or for a position in which they have a minimum of one (1) year's prior experience.
- (iii) Following adherence to Subsection i and ii-above, EMPLOYEES shall be given priority consideration for appointment to summer school positions consistent with the needs of the District. Such priority consideration may be set aside in order to provide the District the opportunity to assure that the staffing of all summer school positions initially has provided equitable assignment of minority applicants and fairly represents schools throughout the district.
- (iv) The special requirements for meeting the needs of Exceptional Student Education, when necessary, may take precedence to the criteria listed above.

(b) Summer School Employment Benefits: EMPLOYEES assigned to the BOARD'S summer school program shall be entitled to the following benefits:

- (i) EMPLOYEES working at least a 6-hour day in the summer school program shall receive a 30-minute paid lunch as a part of their regular workday.
- (ii) Each EMPLOYEE who is scheduled to work at least one-half of the summer school program shall earn two (2) days of paid sick leave at the conclusion of the first day the EMPLOYEE actually works in summer school. However, no EMPLOYEE shall earn more than twelve (12) days of sick leave in a fiscal year. Such sick leave shall be cumulative from summer school to the regular school year. Sick leave earned during the EMPLOYEE's regular contract period may not be used during summer school. A day of sick leave is defined as the number of hours regularly scheduled to be worked per day in summer school. Any EMPLOYEE who works less than one-half of the summer school program will not earn leave.
- (iii) Each EMPLOYEE shall be entitled to one (1) day personal leave from the two (2) days of sick leave posted in Subsection ii-above. Such personal leave shall be charged against the sick days earned for summer school and is noncumulative. However, no EMPLOYEE may utilize more than six (6) days of personal leave in a fiscal year.

Other types of leaves permitted in the summer school program are Jury Duty, Illness-in-Line-of-Duty, and ASSOCIATION Leave. ASSOCIATION Leave shall be at the discretion of the EMPLOYEE's SUPERVISOR

**TEAMSTERS SALARY SCHEDULE & BENEFITS FOR SUMMER EMPLOYMENT**  
*(Article 5.2 from Teamsters Collective Bargaining Agreement)*

**Teamsters Summer School Employment**

- 5.1.1 Summer employment is defined as temporary employment of employees during their non-contract days between the end of one school year and the beginning of the next school year in classifications covered by this agreement.
- 5.1.2 All terms and conditions of this agreement shall be in force throughout any period of "summer employment" except for any deviations specifically addressed in this section.
- 5.1.3 Employees who wish to be employed in summer employment must apply for a position(s) advertised on the district's employment website as temporary summer positions become available.
- 5.1.4 Employees shall be eligible for summer employment according to the employee's classification, district wide seniority, training, experience, and skills and the needs of the district.
- 5.1.5 A Transportation Bus Driver or Bus Attendant that resigns from summer employment as a Bus Driver or Bus Attendant after beginning the assignment without good cause as determined by the Director of Transportation or takes unapproved leave as determined by the Director of Transportation will not be eligible to work during the following summer at Transportation.
- 5.1.6 Employees who work a bus route (home to school and school to home excluding field trips) during the summer shall be guaranteed a minimum of 4 (four) hours per day.
- 5.2 Compensation and Benefits:
  - 5.2.1 The employee's compensation shall be based on the salary for the classification of the summer job.
  - 5.2.2 If the summer job is the same classification the employee held during the school year, they shall be compensated at the same hourly rate they had for the school year immediately preceding summer employment.
  - 5.2.3 If the summer job is in a different classification, the employee shall be compensated at the beginning rate for that classification. Bus drivers who have a summer job as a bus attendant shall be compensated according to their bus driver step applied to the bus attendant classification.



Sick Leave:

- 5.2.4 Each employee who works under the provisions of summer employment shall earn one (1) day of paid sick leave as defined below for each scheduled calendar month, or portion thereof, at the conclusion of the first day the employee actually works.
- 5.2.5 A day of sick leave is defined as the number of hours regularly scheduled to work per day during summer employment.
- 5.2.6 An employee who works less than one-half of the summer employment period shall not earn sick leave.
- 5.2.7 No employee shall earn more than twelve (12) days of sick leave in a fiscal year. All unused sick leave hours shall accrue to the employee's sick leave balance.
- 5.2.8 Only sick leave earned during the current summer employment period can be used for sick leave during the summer employment period except under emergency health conditions substantiated by medical documentation.

5.3 Paid Personal Leave

- 5.3.1 Each employee shall be entitled to one (1) day of personal leave that will be charged to his/her sick leave earned during summer employment; however, the total sick leave and personal leave hours/days used during summer employment cannot exceed the number of sick days earned during summer employment.
  - 5.3.1.1 No employee may utilize more than six (6) personal leave days in a fiscal year.

5.4 Other summer employment leave (regular contract provisions apply):

- 5.4.1 Jury duty
- 5.4.2 Illness-in-the-line-of-duty

### **Summer School Instructional Substitutes**

CCPS Teachers that substitute during Summer School will be paid their current teacher rate (based on the prior school year).

Current CCPS Guest Teachers that substitute during Summer School will continue to be paid the established CCPS Guest Teacher rate during summer school.

## SUBSTITUTE SALARY SCHEDULE

### GUEST TEACHERS /SUBSTITUTE TEACHING

Guest Teacher Level I

Degree

(Associate's or equivalent) \$100.00 per teacher day (7.5 hrs.) or \$13.33 per hour. \*\*

Guest Teacher Level I

Degree

(Bachelor's) \$110.00 per teacher day (7.5 hrs.) or \$14.67 per hour. \*\*

Guest Teacher Level I

Degree (Master's)

\$115.00 per teacher day (7.5 hrs.) or \$15.33 per hour. \*\*

Guest Teacher Level II

\$121.43 per teacher day (7.5 hrs) or \$16.19 per hour.

Immokalee/Everglades

\$10.00 supplement / day (Guest Teachers and Guest Assistants)

Long-Term Teaching

\$216.21 per teacher day (7.5 hrs.) or \$28.82 per hour\*\*.

Base pay for the Bachelor's Degree/0 experience (daily rate – first year teacher) after 30 consecutive work days in the same assignment (i.e. covering for the same teacher/same students).

When accepting a **subsequent** long-term teaching assignment during the same school year, there is NOT another 30-day waiting period to receive the higher rate. However, you must reach 30 consecutive work days / eligibility for long-term pay in your first long-term guest teacher assignment during the same school year before we can waive the 30-day wait in any additional long-term guest teacher assignment within that **same** school year.

*Long-term Guest Teacher assignments are eleven (11) or more consecutive work days in the same assignment.*

Non-Degree

\$75.83 per teacher day (7.5 hrs.) or \$10.11 per hour.

LWIT Substitutes

(CTE – specialized expert in field)

\$18.98 per hour (Exceptions to be paid at the substitute teaching rates listed above: Business Education, Work Evaluation)

ESE Nurse Substitutes

\$18.98 per hour

LPN (Non-Degree)

\$9.49 per hour

Summer School Teachers

Regular teacher substitute hourly rate.

*\*\*These rates are effective February 11, 2019, per Board approval on February 5, 2019.*

**SECRETARIAL/CLERICAL/ASSISTANT/PARAPROFESSIONAL  
SUBSTITUTE SALARY SCHEDULE**

Substitute	Classification/Hourly Rate*				
	A	B	C	D	E
	\$10.85**	\$11.75**	\$12.10**	\$13.01**	\$13.47**

**TEAMSTERS SUBSTITUTE SALARY SCHEDULE**

Substitute	Classification/Hourly Rate*					
	I	II	III	IV	V	VI
	\$10.49**	\$11.46**	\$13.06**	\$14.65**	\$16.13**	\$17.63**

*Non-Collective Bargaining Unit Substitutes will be paid  
the minimum rate of the range they are assigned to.  
Previous CCPS employees shall be placed on at the appropriate salary  
for the non-collective bargaining unit classification  
based on CCPS experience while still maintaining internal equity.*

*\*Please refer to the appropriate salary schedule for a listing of all classifications.*

*\*\*These rates are effective February 11, 2019, per Board approval on February 5, 2019.*

## **OTHER SUBSTITUTES**

An employee assigned, in writing by his/her immediate supervisor, to replace an employee on short-term leave for more than twenty (20) consecutive full work days during any one school year, in a job title higher than his/her respective salary classification **within the bargaining unit**, will be compensated at the salary rate commensurate to the temporary classification commencing on the 21<sup>st</sup> day of assignment to that temporary classification. The additional compensation shall be paid on the next payroll date following the twentieth day.

A **CCAEOCAP** employee assigned, in writing by his/her immediate supervisor, to replace an employee on short-term leave for more than five (5) consecutive full work days during any one school year, in a job title higher than his/her respective salary range within the bargaining unit, will be compensated at the salary rate commensurate to the temporary job title commencing on the 6th day of assignment to that temporary job title retroactive to the first day. The additional compensation shall be paid on the next payroll date.

An employee assigned in writing to temporarily replace another employee in a different **non-bargaining** classification for more than five (5) consecutive work days, shall be paid the entry level rate for that classification or a 10% increase based on their current rate of pay, whichever is greater, if the employee meets the classification's minimum qualifications. If the employee does not meet the minimum qualifications, the employee shall be paid the 10% increase. The additional compensation shall be paid on the next payroll date and be retroactive to the first day.

### **Employee Substitute Period supplement (instructional):**

An **instructional** employee who is directed by his/her Principal to substitute in an instructional capacity during his/her planning period/block in the absence of another employee shall receive a stipend as follows:

<b>Minutes</b>	<b>Stipend</b>
<b>≥15 &amp; &lt;41</b>	<b>\$20</b>
<b>≥41 &amp; &lt;81</b>	<b>\$30</b>
<b>≥81</b>	<b>\$45</b>

### **Class Divided supplement (instructional):**

When a class is divided among other classes in the absence of another EMPLOYEE, then each EMPLOYEE receiving students shall receive the proportionate amount (proportion determined by the number of teachers) of the below stipend as follows:

<b>Minutes</b>	<b>Stipend</b>
<b>≥15 &amp; &lt;100</b>	<b>\$45</b>
<b>≥100 &amp; &lt;200</b>	<b>\$85</b>
<b>≥ 200</b>	<b>\$125</b>

**Substitute experience with CCPS or outside the district shall not be allowed as eligible experience for applicants who are employed as regular full time or part time employees.**

## **GENERAL INFORMATION**

### **COMPENSATION FOR EXPERIENCE**

The *Verification of Experience Form* must be received by the Human Resources' Compensation Office no later than the end of the month one year from the date of hire in order for the employee to receive credit for the previous work related experience. (Example: An employee hired on August 5, 2005, has until August 31, 2006, to get the *Verification of Experience Form* to the district's Compensation Office.) Once approved by the Compensation Office, the experience will be retroactive to the employee's date of hire. It is the responsibility of the employee to ensure the completed information is received by the Compensation Office within the above-stated timeframe; otherwise, **the employee has a maximum of two years** to submit the *Verification of Experience* form and the experience credit will only be retroactive to the beginning of the fiscal year in which the completed information is received by the district's Compensation Office.

Please note: If the *Verification of Experience Form* is received in the Human Resources' Compensation Office after the employee has separated employment from the school district, the employee will not be given credit and will not be compensated for this experience.

*Rehired employees can only submit additional outside experience verification forms for experience that occurred **after** their most recent separation date.*

*Verification of Experience Forms* are available on the district website at [www.collierschools.com](http://www.collierschools.com) or can be obtained by contacting the Human Resources Office. The District reserves the right to ask for additional information in order to determine the appropriateness of the experience prior to granting the credit.

#### **Implementation:**

The above procedure/guideline is effective January 1, 2005. Prior application of district procedures/guidelines shall remain in effect for employees hired prior to January 1, 2005.

## COMPENSATION FOR HIGHEST DEGREE

### **Current employees:**

An official transcript from a recognized and accredited college or university, indicating the type of degree conferred and the date the degree was conferred, must be submitted to the Human Resources' Compensation Office in order to receive credit for the degree. The official transcript must be received by the Compensation Office no later than one (1) year from the date the degree was conferred in order for the credit to be retroactive to that date. Otherwise, the credit will be retroactive to the beginning of the fiscal year in which the official transcript is received by the Compensation Office. It is the responsibility of the employee to ensure that the official transcript is ordered from the appropriate schools and received in the district's Compensation Office by the above-indicated dates in order to receive credit. The school district reserves the right to verify the authenticity of the official transcript prior to granting credit.

Please note: If *official transcripts* are received in the Human Resources' Compensation Office after the employee has separated employment from the school district, the employee will not be given credit and will not be compensated for the degree.

### **New employees:**

An official transcript from a recognized and accredited college or university, indicating the type of advanced degree conferred and the date the degree was conferred, must be submitted to the Human Resources' Compensation Office in order to receive credit for the degree. The official transcript must be received in Human Resources no later than one (1) year from the employee's date of hire in order for the credit to be retroactive to that date. Otherwise, the credit will be retroactive to the beginning of the fiscal year in which the official transcript is received by the Compensation Office. It is the responsibility of the employee to ensure that the official transcript is received by the Compensation office by the above-indicated dates in order to receive credit. The school district reserves the right to verify the authenticity of the official transcript prior to granting credit.

Please note: If *official transcripts* are received in the Human Resources' Compensation Office after the employee has separated employment from the school district, the employee will not be given credit and will not be compensated for the degree.

### **Implementation:**

The above procedure/guideline is effective January 1, 2005. Prior application of district procedures/guidelines shall remain in effect for employees hired prior to January 1, 2005.

### **Degree Supplement Definitions:**

**Specialist Degree:** A Specialist degree must meet the degree requirements of a Florida University Specialist degree and a degree must be conferred. An additional Master's degree or Certificate of Advance Graduate Studies (CAGS) is not equivalent to a Specialist degree.

**Unconditional Admission to Doctoral Program:** Employee must have successfully completed all required courses and exams and is ready to begin their dissertation (ABD).

**Doctorate Degree:** Effective January 1, 2009, a Juris Doctorate degree does not qualify as a Doctorate degree.

## **COMPENSATION FOR MANDATORY COURT APPEARANCE WHEN OFF CONTRACT**

The school board attorney will verify with the employee's department/school that the employee had to be present in court. He will send via email, memo, etc. the following: employee(s) name, social security number, account coding, days and hours spent in court. The department/school would then email Compensation with this information. Travel to/from court will not be compensated. Employees will be paid as supplement at their hourly rate of pay.

## **ERRORS IN COMPENSATION**

In the event an employee is overpaid or underpaid, the overpayment or underpayment adjustment will be calculated for two years from the date of discovery of the error. If the error has occurred for less than two years, then the adjustment will be made for the entire period of time. The period of time set forth in this provision shall supersede by agreement any other statute of limitations that might otherwise exist in law.

## **ANNUAL CONTRACT CALCULATION METHOD**

The method of calculating an annual contract for the various contract lengths is shown below:

Number of contract days X Daily Rate  
Monthly rate X 12 / 250 X Number of contract days

## **LEAVE ACCRUALS**

All employees earn leave in days as provided in the Florida Statutes. A day of leave is equivalent to a day of work. Therefore, a day of leave for a given employee is equal to the hours an employee is scheduled to work. For example, a day of sick leave for a four-hour per day employee is equal to four hours. A day of sick leave for an eight-hour per day employee is equal to eight hours.

In general, a day of sick leave is earned for each month of work. A 196-day contract teacher earns ten (10) days of sick leave per school year. However, the legislature has provided that school districts shall post four (4) days of sick leave after the first day worked by instructional personnel. The remaining six (6) days of sick leave are posted at a rate of one (1) day per month for the next six (6) months. In a similar fashion, non-instructional personnel receive four (4) days at the completion of the first calendar month of employment, as provided in state law. However, in some situations, the district provides the four (4) days at the conclusion of the first day worked.

Since employees have sick leave days advanced to them before the days are earned, it is possible to use sick leave before it is earned. In the event that an employee terminates his/her employment before he/she completes his/her contract, an adjustment will be made in the final payment to limit sick leave use to the earned amount.



## **COMPENSATION/LEAVES DURING A DECLARED EMERGENCY**

During emergencies and disasters, the Superintendent may close schools and/or other district facilities and declare an emergency (“Declared Emergency”). The Superintendent will determine the start date / time and end date / time of the Declared Emergency. Although it is difficult to predict the necessity for personnel to assist the school district and community during an emergency, the following serves as a guideline for handling compensation and leaves in most cases in the event the Superintendent declares an emergency.

1. All employees are on standby, in other words, there is an expectation that all employees –teachers, administrators, bus drivers, nutrition service workers, etc. – report for work as soon as it is safe to travel even though communications and other utilities are not functioning. Therefore, all school district employees need to monitor designated radio and television stations, and information posted on official communication links including social media.
2. During a Declared Emergency, pre-approved leaves of absence will not be charged to employees.
3. **Emergency Personnel** (designated District Administrators, Facilities and Maintenance Personnel, Facility Managers, Nutrition Services Managers, Principals, Assistant Principals, etc.) must report to work if there are four or more daylight hours after the storm/event is over; otherwise, regardless of the day of the week, designated Emergency Personnel should report to work by 7:30 a.m. the following day after the storm/event is over unless otherwise directed.

*Any employee who has been directed to work and fails to present to his/her supervisor a valid reason or cause for his/her inability to report as determined by his/her supervisor, shall be charged personal/vacation leave for the period of his/her absence or leave without pay if no personal/vacation leave is available.*

4. **Designated Personnel** (e.g., Payroll, Compensation, Technology, Business Office, other personnel designated by their supervisor) must report as directed by their supervisor prior to or after the storm/event and are responsible for monitoring emergency information regarding report times.

*Any employee who has been directed to work and fails to present to his/her supervisor a valid reason or cause for their inability to report as determined by his/her supervisor, shall be charged personal/vacation leave for the period of their absence or leave without pay if no personal/vacation leave is available.*

NOTE: Emergency management, police agencies, military or other authorities may not permit school district employees to travel on public roads without special authority. The district’s Administrative Director of Security/Environment will provide information to Emergency and Designated Personnel prior to a declared emergency regarding the appropriate procedure to follow in order to comply with the above reporting requirements. This is especially important for employees who are non- Collier County residents or Collier County residents returning to Collier County from a business or personal trip. It is the responsibility of employees who are designated as Emergency or Designated Personnel to have the necessary information prior to a Declared Emergency.

### **5. Shelter Personnel:**

The Emergency Operations Center is responsible for determining which shelters will be open as emergency shelters and the hours of operation. At each shelter, an administrator, ~~the~~ facility manager, nutrition services manager, designated nutrition services workers will be required to be present during all hours of operation to provide building and food services. In addition, five to ten previously identified and trained staff members will be assigned to supervise the processing and coordination of evacuees.

**6. Compensation for Emergency Personnel, Designated Personnel and Shelter Personnel:**

All employees (except Senior Management) assigned to work by their supervisor during the declared emergency, in addition to their regular pay under contract for contracted work days, will be paid **double** their regular hourly rate for all hours worked for time worked during a Declared Emergency. **A minimum of a 4-hour break time / sleep time is required.**

*Examples: If a declared emergency is ON a regular contracted workday, then all contracted employees will be paid as usual for their regular contracted workday even if they do not work. Those emergency personnel /designated personnel/shelter personnel, who are assigned to work by their supervisor during the declared emergency, will ALSO be paid **double** their regular hourly rate for all hours worked for time worked during a Declared Emergency.*

*If a declared emergency is NOT on a regular contracted work day (i.e. Saturday, Sunday, etc.), then those emergency personnel/designated personnel/shelter personnel who are assigned to work by their supervisor during the declared emergency, will be paid **double** their regular hourly rate for all hours worked for time worked during a Declared Emergency.*

7. **Additional compensation / leave status:** Other personnel may be compensated for work or adjustment made to leave during the Declared Emergency period at the Superintendent's discretion.

## CCPS EMPLOYEE CONTRACT CODES

The contract codes listed below will be used primarily for the accrual of Sick Leave and Vacation.

CONTRACT CODE	DESCRIPTION	HRS WORKED	PERSONAL DAYS	VAC. Bonus DAYS	VAC. MAX. FWD	SICK LEAVE POOL CODE
A	CCEA (Teachers)	7.5	6	6	60	I
B	Psychologist, O.T., P.T.	7.5	6	0	0	I
C	Teamsters (Maint., Bus Dr. , SFS)	8	6	6	60	N
D	SFS Mgrs., Plant Operators, Technicians/Specialist	7.5 8 7.5	6	6	60	I/N SFS Mgrs. = N
E	CCAEOCAP (Sec., Aides)	8	6	6	60	N
F	Health Occ/ESE Nurse, ESE Consult. Tchr Child Find Sp. /Crisis Inter. Couns. Placement Spec.	7.5	6	6	60	I
G	Secretaries/Confidential	8	6	6	60	N
H	Administrator/Managerial B Contr. Vacation 1- per mo.	7.5	6	6	60	A/I
I	Administrator B1 Vacation 1.25 per mo.	7.5	6	7	60	A
M	Adm/CCEA Summer School		0	0	0	N/A
N	CCAEOCAP Summer School		0	0	0	N/A
P	Teamsters Summer School		0	0	0	N/A
O	Community Sch./196 or 250 day		6	6	60	I
Z	No Leave Benefits		0	0	0	N/A

Number of Sick Leave Days earned per year by contract length.

250 Day	12	211 Day	11	190 Day	10
236 Day	12	209 Day	11	188 Day	10
230 Day	11	206 Day	10	186 Day	10
223 Day	11	201 Day	10		
217 Day	11	196 Day	10		
216 Day	11	192 Day	10		